

## **Rohatyn Center for Global Affairs Study Abroad Research Grants Proposal Guidelines**

The Rohatyn Center for Global Affairs (RCGA) promotes the integration of students' study abroad with their independent senior research. We invite both Middlebury College undergraduates who will be on an approved study abroad program as well as undergraduates from other institutions who will be studying at a Middlebury C.V. Starr School Abroad to submit proposals to conduct independent overseas research. They can propose to carry out this research either during the time of their study abroad or immediately after their study abroad experience. The research can be in any field, and students should develop proposals in consultation with a faculty mentor at their home institution. Highest priority will be given to proposals that will lead to independent senior work. Depending on the specifics of the proposed research, these grants will be between \$1000 and \$2800, and will be designed to cover research costs. Students should specify the research costs that will be funded by the grant. Where relevant, project will also need to be reviewed by the College's Institutional Review Board.

Faculty should indicate that they have agreed to work with a designated student who will be studying abroad, and may mentor one or more students.

### **Deadlines for students and faculty mentors:**

**March 31:** Proposals to conduct research abroad during/immediately after the upcoming academic year. A faculty letter of support endorsing a student's proposal, including information about their role in overseeing the proposed research.

**October 17:** Proposals to conduct research abroad during/immediately after the upcoming spring semester. A faculty letter of support endorsing a student's proposal, including information about their role in overseeing the proposed research.

**Students:** Please complete this form and submit it to [rcga@middlebury.edu](mailto:rcga@middlebury.edu)

**Faculty:** Please email a letter of support/endorsement and information about your role overseeing this proposed research to [rcga@middlebury.edu](mailto:rcga@middlebury.edu)

### **Documents required from students (please submit together, as email attachments):**

Application form (page 2 of this document): Please fill in completely.

Budget form (page 3 of this document): Please fill in completely.

Research project: No more than 1000 words. To be drawn up in consultation with faculty advisor. This research plan should include statement of topic, research question(s), objectives and significance of the project, methodology, bibliography, and project timeline. The research plan should also address the feasibility of the project, addressing, in particular, logistical issues. Finally, the project description should indicate how students will incorporate their research into senior work.

Curriculum vitae: This should normally be one to two pages.

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**RCGA STUDY ABROAD RESEARCH GRANT APPLICATION FORM**

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Name:	
Date:	
Student ID number:	
Grant amount requested (total from attached budget form):	
Undergraduate institution:	
Anticipated graduation date:	
Major, with disciplinary focus if applicable:	
Campus address:	
Telephone:	
Email address:	
Nationality:	
Title/brief synopsis of your proposal (15 words or less):	
Name and location of the program(s) where you will be studying abroad and during which semester(s):	
Timing of proposed research (indicating whether it will occur during the academic semester/year of study abroad and/or immediately after):	
Language(s) needed for research and your proficiency in each:	
Name and contact information of your faculty mentor for this research project:	

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## BUDGET FORM

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Please print or type neatly in the allotted spaces below.

1. Travel (estimated cost of all air and ground transportation: please break down the aggregate figure below, providing as much detail as possible. This budget line will usually *not* include international travel, since grantees will already be abroad at the study abroad site).

2. Food and lodging (estimated cost of food and lodging per day multiplied by number of days; please break down the aggregate figure below, providing as much detail as possible. These expenses will normally be outside of the study abroad room and board charges that students will incur as part of their study abroad program.).

3. Miscellaneous (please break down the aggregate figure below, providing as much detail as possible. Examples of miscellaneous expenses include but are not limited to supplies, entrance/admissions fees, and materials acquisition.)

4. Have you applied or will you be applying for other funding sources for this project? If so, please list all funding sources and requested amount, including but not limited to the following: student organizations to which you belong, your Commons, fundraising activities, and any personal contributions you will make.

**TOTAL FUNDS REQUESTED (1+2+3):**

**Expenditures in each of these categories will vary dramatically from project to project, as well as from location to location.** The RCGA Advisory Committee realizes that many students will be drafting a budget for the first time. We strongly encourage you to consult your faculty mentor or Charlotte Tate ([tate@middlebury.edu](mailto:tate@middlebury.edu)) with questions about budgetary issues.

**Research Project:**