

Center to Advance Research and Teaching in the Social Sciences

Guidelines for Funding Proposals

CU-Boulder Tenured and Tenure-Track Faculty are eligible to apply for Faculty Awards up to \$4000. CU-Boulder Graduate Students who have completed at least 1 year of their PhD program are eligible to apply for Graduate Student Awards up to \$1000.

I. The proposal should be a **maximum of 3 single-spaced pages** and include:

A. **Statement of the problem:** State the problem, connecting it directly to an important empirical or theoretical debate. Since evaluators of the proposal represent different disciplines in the social sciences, stating the problem for a broader audience of non-expert social scientists will increase the chances of funding.

B. **Research Design or methods:** How will the study be designed to address the problem? We ask that applicants provide a very short and succinct explanation of how the study is constructed to generate either accurate observational data or insights based on standard scientific principles.

C. **Implications and importance:** Once the data are collected and analyzed, what impact will the information have on theories associated with the problem or the attempts to solve the problem in practical terms?

II. The proposal (3 pages max) plus the bibliography (if necessary), budget justification (with line items) and CV should be submitted as a single pdf file to cartss@colorado.edu. First page of the pdf file should be a cover page that lists the following: Name, Department, Email, Total Funding Request, Proposal Title, and whether you have received CARTSS funding in the past. Title of pdf document should read Lastname_Dept_Grad for graduate student proposals and Lastname_Dept_Fac for faculty proposals.

III. Proposals can include a request for an additional \$500 supplemental grant to incorporate undergraduate students(s) as a member(s) of their research team (for a maximum budget of \$4.5k for faculty proposals and \$1.5k for graduate student proposals). Researchers should add to their proposal how they would employ an undergraduate(s) in their research with relevant line items. The funds may be used for hourly pay, travel, or other relevant research activities by undergraduates.

IV. Because CARTSS funds are limited, a large portion of funding proposals are rejected each cycle. The review panel favors proposals that are well-developed and specific with regard to methodology and contribution. Additionally, the review panel favors proposed uses of funds that are central to the completion of the research, such as: data collection, travel for field work, data access, research assistance, software, participant incentives, etc. Proposals to fund, for example, researcher's own time or conference travel, while not explicitly prohibited, are generally not funded due to the scarcity of funds.