

COVER SHEET FOR STUDENT RESEARCH GRANT APPLICATIONS

INSTRUCTIONS: Please complete this coversheet and include it with the electronic copy of your proposal. You may include a cover letter if there is additional information you would like to tell us about your project or your situation. Students requesting a membership waiver must provide justification.

Name (First Middle Last):

Email:

Project Title:

Amount of funding requested (\$):

Current academic level (student arachnologists at any level are welcome to apply):

- Undergraduate student
 Master's degree student
 Doctoral student (pre-qualifier)
 Doctoral candidate (post-qualifier)
 Other _____

AAS membership status (applicants must be student members; dues must be paid by the proposal submission deadline of February 15):

- I am a student member of the American Arachnological Society.
 I am not a current student member but am requesting a waiver or sponsored membership.
(Sponsored memberships are available only to students from developing nations. *All requests for waivers or sponsored memberships must be accompanied by a cover letter providing justification.*)

Academic mailing address (please include institution, building or street address, and country):

Home mailing address (only if preferred for Postal service; please include country):

I am applying to the (choose one):

- Vincent Roth Fund for research in systematics
 American Arachnological Society Research fund

Please note:

1. **The applicant may not submit the same proposal for both funds, but may submit a substantially different proposal to each fund in the same grant cycle.** If the proposal is deemed appropriate for either fund, the committee will assign it to the competition in which it has the best chance for funding.
2. **An applicant may not submit a proposal for which they have already received funding from the AAS.** A *project* will be funded only once, an *applicant* may be funded more than once.
3. **Proposals must be submitted by the applicant.** Proposals submitted on behalf of someone else will not be considered for funding.
4. **Applicants may not submit proposals for the same project to both the AAS Student Research Grants and International Society of Arachnology Oscar and Jan Francke Student Research Fund in the same year.** Substantially similar proposals submitted to both societies in a given year will be declined for funding. Substantially different proposals are allowed.

Proposal check list:

_____ **Letter of support.** Applicants must request a letter of support from a mentor or advisor familiar with their work. The advisor need not be a member of the society, but should be familiar with the applicant and proposed project. The letter should confirm student status, ability of the applicant to conduct the study, and be submitted separately by email to the chair of the committee (arachnologicalresearchfund@gmail.com) by the application deadline (February 15).

_____ **Waiver justification.** Only required of those requesting a membership fee waiver or a sponsored membership. Please provide a short justification to accompany this request. Waivers are considered on an individual basis and are awarded based on demonstrated need.

_____ **Appropriate Format.** Proposal is written in English, 11pt or larger font, double spaced, not less than 2cm margins, and not longer than 6 pages (not including references and figures). A PDF document is preferred.

_____ **Proposal content.** The proposal should include the following parts (as appropriate):

- Title and name of applicant(s)
- Narrative including background information, justification for the proposed study, and the hypothesis to be tested (if applicable).
- Methods including the methods, materials, experimental design, and analyses to be used.
- Literature Cited
- Budget showing in detail how award money would be used in the proposed research. Itemization is recommended. If the entire cost of the project is included (often far in excess of the maximum award amount), please be sure to indicate how the grant money would be used.

Application Deadline is February 15.

**Proposals should be submitted as *email attachments* to:
Dr. J. Andrew Roberts (arachnologicalresearchfund@gmail.com).**