

**Florida State University  
The Graduate School  
Fall 2021 Dissertation Research Grant**

### **Description of Award**

Awards will be up to **\$1,000**. This award is for dissertation writers to assist with expenses associated with research necessary to prepare the dissertation. The award is meant to cover expenses associated with research activities necessary for a high quality dissertation (i.e. books, software, etc.). The funds are **not** meant to cover common expenses all dissertation writers incur such as typing or word processing services, hardware such as laptops and computers, copying of the dissertation, editing services, basic supplies, travel, etc. Contingent upon the availability of the fall 2021 funds, there will be up to 10 awards allocated for the academic year. The eligibility period for spending the grant will last from October 1, 2021 until July 31, 2022. Funding will be disbursed up front in a lump sum format. Awardee must submit the End of Grant Financial Report no later the July 31, 2022 at 11:59pm. Applicants can request gift cards (for research) as part of the budget proposal; however, gift cards will be capped at \$25 per card/person.

### **Eligibility**

Any enrolled Florida State University graduate student who has been admitted to candidacy and is actively engaged in research or creative activity in support of their dissertation. A graduate student may receive only one grant from this program.

### **Procedures**

Recipients must use the funds in accordance with the terms of the award and University rules and regulations and the budget that was approved by the Graduate School at the time of award. **NOTE: The student must purchase the items associated with the grant directly themselves. Under no circumstances will the Graduate School process a reimbursement to a FSU department or budget/project number, and absolutely no expenditure transfers will be allowed.**

**Please note:** The following restricted budget items will not be funded

- **Travel related expenses**
- **Gift Cards in excess of \$25.**
- **Any type of funding request that sends money or gift cards to foreign countries**
- **Equipment defined as greater than \$500 or a useful life span for two or more years.**

### **Submission of Final Report**

Students who have been awarded the DRG will receive their funding up front in a lump sum format. Awardees must submit a one page financial report, provided by the Graduate School to awardees, detailing how these products and/or services were essential to the completion of the dissertation by the end of the spending period.

**Awardees with late or missing reports will be subject to cancelation and repayment of any disbursed funds.**

## **Application Instructions**

The completed Dissertation Research Grant (DRG) Application, Letter of recommendation, and the applicant's up-to-date curriculum vitae must be submitted to The Graduate School. **The applicant must complete the online application October 15<sup>th</sup> at 11:59pm**. Incomplete or late applications will not be accepted.

## **To Apply:**

Step 1: Request your letter of recommendation from your major professor

Step 2: Create your itemized budget

Step 3: Use the link below to access the application:

[https://fsu.qualtrics.com/jfe/form/SV\\_3E6bVHQ5qkZr2Ye](https://fsu.qualtrics.com/jfe/form/SV_3E6bVHQ5qkZr2Ye)

## **Deadlines**

**The application deadline for awards is October 15<sup>th</sup> at 11:59pm**. All awarded funds must be expended by July 31, 2021. **Please note:** funds that are not used cannot be carried over.

**No retroactive reimbursements will be processed!** (i.e., purchases made prior to spending period start date are not eligible). Prior to the award year ending, awardees will need to give a brief summary of how the funds benefited their research project.

## **Sponsors**

Funds for the awards are provided by the Congress of Graduate Students and the Provost's Office. The grant program is administered by The Graduate School.

## **Contact**

For any questions, please contact Ashley Jarvis at **(850) 644-3501** or by email at **[a.jarvis@fsu.edu](mailto:a.jarvis@fsu.edu)**