**Undergraduate Research Access Innovation**

**Seed Grant Application Form**

**Application Deadline: Monday, October 20, 2025**

* Please compile all documents into one PDF document before submitting. If you do not have Adobe, you can obtain it from OTDI’s website here: <https://it.osu.edu/software>
* Please be sure to fill out all sections of the template.

**A. Proposal Narrative** (please use the section headings below in your proposal)

1. **Research experience description:** Brief description of the proposed undergraduate research experience, objectives, and activities planned.In designing this research experience, you might find it helpful to review [the “eight key elements” of a high-impact practice](https://teaching.resources.osu.edu/teaching-topics/high-impact-practices-enhancing).
2. **Research logistics:** Will students need any prior training or previous experience to participate in this research experience? Some examples include CITI, IDP training, cultural sensitivity, or bias training. Will training be integrated into the experience? Please note any other logistical needs such as background checks, supplies, or travel.
3. **Reflection & Feedback:** Reflection is the cornerstone of high-impact experiential learning. Please describe one or more structured student assignments/activities that will facilitate reflection connecting the research with learning goals. The assignment or activity should include feedback from an instructor or mentor.
4. **Assessment:** Provide a brief description of a planned assessment strategy for this undergraduate research experience. How will you know if the research experience is successful?
5. **Continuation:** Describe plans for how this undergraduate research experience will be offered after the initial seed grant funding is used.

**B. Budget** Please use the following template for your proposed budget. Examples of permissible uses of grant funds include:

* Compensation of faculty/student/staff time for development of the research experience/course
* Purchase of reusable equipment or supplies to provide the experience

|  |
| --- |
| **Undergraduate Research Access Innovation Seed Grant Budget:** [Title of your project] |
| Primary Faculty: |
|  |
| **Budget Items** (insert additional lines as needed) | **Estimated Cost** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
| **Total Amount Requested**  |  |

***Please note that priority will be given to proposals that can continue beyond the initial seed grant funding.***

**Budget Narrative**: Provide a brief explanation of projected expenses and how they are related to the research experience. You are also encouraged to identify and list matching funds, as well as potential funding and resources that will help the research experience continue to be offered after the seed grant funding is used.

**C. Letter of Support** Please combine your Proposal Narrative and Budget with a brief letter of support from your department/unit Chair into a single PDF.

**Grant Application Checklist for Grant Application** Please use the following checklist to ensure that your application is complete. Grant materials should be compiled into one PDF in the order listed below.

[ ]  Proposal Narrative that addresses the five sections described above.

Research Experience Description

Research Logistics

Reflection & Feedback

Assessment

Continuation

[ ]  Budget and Budget Narrative

[ ]  Brief letter of support from department/unit Chair

Questions related to application content may be directed to Eddie Bowles.104

Completed applications should be uploaded to the [online application portal](https://osu.az1.qualtrics.com/jfe/form/SV_6KAkDXUl8PEVpGe).

Thank you for your submission!