

NAME: _____

(Print last name) _____

**PRINCETON UNIVERSITY
SENIOR THESIS RESEARCH FUNDING APPLICATION**

Spring 2009

Juniors may apply for senior thesis research funding with this application. This application is not for internships.

I am applying for Senior Thesis Research Funding from the following sources: (check as many as apply)

Department/Major	(x)	Department/Major	(x)
Dean of the College – General		Latin American Studies - General	
Dean of the College - Shultz Fund		Latin American Studies - Ebenstein Fund	
Economics (for majors only)		PEI/Environmental	
Grand Challenges		Politics (for majors only)	
History (for majors only)		Woodrow Wilson School	

A list of restrictions on funding and the expenses covered by each funding source appears on page 3. Please read them before completing the application.

Funds Requested (total from item #3, page 2): \$ _____

Name: _____ Dept: _____ Class: _____

PUID No: _____ Financial Aid Recipient: () Yes () No

University Address: _____ Frist Box #: _____ University Phone: _____ E-mail: _____@

Home address: _____ City: _____

State: _____ Zip: _____ Country: _____ Nonresident Alien? () Yes () No

Permanent Residence (nonresident aliens only): _____

Travelling Abroad? () Yes () No Country: _____

Senior Thesis Topic: _____

Geographic Location in which you wish to conduct research: _____

Senior Thesis or Faculty Adviser (include Department): _____

Signed: _____ Date: _____

APPLICATION DEADLINE: 4:00pm, FRIDAY, APRIL 10, 2009
ALL MATERIALS due to the Office of the Dean of the College, 406 West College.

Provide an **original** application packet **plus** the appropriate number of copies for each department you are applying to (see chart below), **plus** a faculty recommendation. The original application, faculty recommendation, and **all copies** must be submitted to the Office of the Dean of the College by 4:00pm, Friday, **April 10, 2009**; **please have your application packet completely prepared (stapled, clipped, etc.)**. The dean's office will distribute applications to the departments.

**INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED – THERE ARE NO EXCEPTIONS.
THE OFFICE OF THE DEAN OF THE COLLEGE WILL NOT DO ANY PHOTOCOPYING.**

<u>Department</u>	<u># Copies</u>	<u>Department</u>	<u># Copies</u>
Dean of the College – all funds	1	Latin American Studies	5
Economics	2	PEI/Environmental	1
Grand Challenges	1	Politics	4
History	1	Woodrow Wilson School	10

The following materials must be included in each Senior Thesis Research Funding application packet:

1. **Cover sheet** (page one of this packet).
2. **University transcript** (one original and the necessary number of photocopies). * Remember to request a transcript from the Registrar at least two days before the deadline.
3. **An itemized list** of your expenses including the total amount of funds requested. Travel expenses should be clearly marked.
4. **Project Statement:** (Research Proposal) Attach a project statement of up to two, double-spaced, typed pages, beginning with brief summary (no more than 25 words) of your research question. This statement should describe your proposed research, the research methods employed, and the work accomplished to date. It should include an explanation of why travel is essential to your research, a precise description of how the funds will be used, a list of documents, archives or libraries to be used, and a brief bibliography.
5. **Planned Itinerary:** Indicate where you are going, what you plan to do and whom you will see at the research site. Indicate whether you have contacted the appropriate person at the research location for the necessary documents or archives.
6. **Qualifications:** Include languages, quantitative skills, course work or other training or skills which have prepared you for this research.
7. Students wishing to acquire a data set for their research must submit a letter from the appropriate Princeton librarian that states that the data set is not available at Princeton and will be of use to others in the future.

In addition to the application materials listed above, please provide the following to the Dean of the College:

Faculty Recommendation: Ask the Princeton University faculty member who is your thesis adviser, or a faculty member familiar with your proposal, to prepare a detailed evaluation of your proposed research topic. An evaluation form is included in this packet (page 4). Be sure to write your name on the appropriate line of the recommendation form prior to giving it to your adviser. The recommendation may be submitted in the form of a letter. Your faculty adviser will need to read your project statement or research proposal prior to writing the letter of recommendation. You must submit the faculty adviser's letter (and the appropriate amount of copies) to the Dean of the College the same day as the completed application. It is your responsibility to request that your adviser make as many copies of this recommendation as needed.

Terms and Conditions for Participation: If you are intending to travel as part of your research, please be aware that you must register your trip on the University Travel Database. In the event that you receive funding, instructions will be included in the email notifying you of your grant. Failure to register your trip will delay and/or nullify receipt of your grant.

RESTRICTIONS:

Funds for senior thesis research are normally not available for travel to countries for which the U.S. State Department has issued travel warnings. For a current list of countries for which travel warnings have been issued please consult the U. S. State Department web site at http://travel.state.gov/warnings_list.html

****Only students who are on financial aid are eligible to receive funding to remain on campus to do research. Maximum \$750.**

Any summer grant is subject to tax and must be reported to the Internal Revenue Service. If you are not a US resident, taxes will automatically be deducted from your award if the funds will be used to cover non-instructional costs.

Latin American Studies provides funding for topics on Latin American subjects only.

Latin American Studies has two funds, the General and the Ebenstein that fund research in Latin America. The Ebenstein Fund gives priority to students from Latin American countries, but any student may apply.

PEI/ENV provides funding for topics with environmental impact/relevance only.

Economics, History and Politics provide funding for majors only.

The Woodrow Wilson School provides funding for topics in public and international affairs; the application **must state** the policy question that the research is intended to answer. Support will only be awarded for travel and living expenses to students who plan to devote a substantial portion of the summer to their research. The **Dean of the College Shultz Fund** provides funding for research on public policy topics only. Grants will not be awarded by the Woodrow Wilson School or the Dean of the College for an internship, language study, work on political campaigns, travel to and from a student's home, travel to take courses or study at an academic institution, for research done in Princeton or for research done elsewhere as an assistant on a faculty research project. **The Dean of the College General Fund** is otherwise unrestricted.

EXPENSES COVERED	Dean of the College General Fund	Dean of the College Shultz Fund	Economics	History	Latin American Studies General Fund	Latin American Studies Ebenstein Fund	Politics	PEI/ENV	Woodrow Wilson School
Travel	YES	YES	YES	YES	To Latin America only	To Latin America only	YES	YES	YES
Weekly living expenses	YES	YES	YES	YES	YES	YES	YES	YES	\$450/ week
Conference Fees	\$100 max	\$100 max	YES					YES	
Books	YES	YES	YES				YES	YES	
Photocopying	YES	YES	YES	YES	YES	YES	YES	YES	
Data Sets			YES				YES	YES	
Payments to Human Subjects	YES						YES	YES	YES

Princeton University
Office of the Dean of the College
Fourth Floor, West College
Princeton, New Jersey 08544 5264

m e m o r a n d u m

TO: Faculty Advisers

DATE: April 3, 2009

FROM: Richard G. Williams
Associate Dean of the College

RE: Student's Name: _____

This student has applied for funding to support senior thesis research during the summer between the junior and senior year. Awards will be made on the basis of the academic merit and the feasibility of the student's proposed research. Please return your letter of recommendation (and the appropriate amount of copies needed) to the student in a sealed, signed envelope. The student must submit the application with your letter of recommendation(s) no later than **April 10, 2009**. You may use this form or attach a separate letter.

In your letter, please address the following questions:

1) Has the student formulated a satisfactory hypothesis?

2) Is the student familiar with the relevant literature?

3) Has the student surveyed the availability of local resources at the research site?

4) Does the student have specific persons to contact at the research site?

5) Is field research instrumental or essential to the overall research project?

6) In your opinion, is this student capable of carrying out the project as proposed in the time allocated?

7) To the extent you are familiar with the student's work, please state whether or not you think the student is academically prepared and qualified to carry out this research. (Please state whether you supervised this student's JP).

Faculty Member

Name (Print) _____ Department _____

Signature _____