

## Research Assistantship Program, Call for Proposals, 2020-2021

The Research Assistantship (RA) Program supports faculty scholarship by funding students to assist faculty with research.

### *Details:*

- This program pays student wages for research assistance, up to a total of 150 hours of student work, which may be used in a single semester or spread across both the fall and spring semesters. Faculty may hire more than one student research assistant, so long as the total number of hours of assistance for a given faculty member does not exceed 150.
- Students may begin working as soon as they have been hired.
- Faculty must submit a one-page report of research assistant-supported activities by May 31, 2021.
- This program is competitive; we anticipate having more requests than funding. Awards will be granted based on the clarity and strength of the proposal.

### *What can research assistants do?*

We welcome your proposals for how a research assistant could benefit your work. Below are some possibilities:

- assistance with literature reviews
- laboratory assistance
- archival research assistance (for local or digital archives)
- field work support
- qualitative data collection and assistance, such as interviewing or survey programming
- assistance with data preparation and analysis, including transcription or coding
- assistance with manuscript preparation, including copyediting and indexing
- assistance with securing image permissions

***Application deadline:*** Applications are due by **Monday, 13 April 2020 at 5:00pm**, by email to Barbara Jean ([jeanb@southwestern.edu](mailto:jeanb@southwestern.edu)).

***Duration:*** Funds are only available for work occurring during the 2020-2021 academic year (summer funding for RAs is not currently available).

***Eligibility:*** Tenured and tenure-track faculty members, three-year visitors, Mellon Teaching Fellows, and academic affairs staff with faculty rank may apply. All disciplines are welcome to apply. Preference will be given to faculty who do not hold endowed chairs with funds that can be used for research assistance. Also, students who are doing research for academic credit and/or as part of a course cannot be supported through this program.

### ***Application materials to be submitted:***

- a narrative about the research project itself of no more than two single-spaced pages, including:
  - Project title, names and contact information for project participants
  - A brief project description, explaining the goal of the research project, the significance of the research project, the research project activities (with an

emphasis on how the work you are asking of the student is clear and reasonable), a brief, clear, and reasonable research project timeline, and the expected result or product of the research project for you, as faculty member—all written in a way that is accessible to those outside your field

- A brief discussion of how students will learn more about scholarly research in your field by being a part of this project
- If the project involves human subjects, please address where the project is in the IRB application process
- a research assistant request, including:
  - The number of students to be hired and how many hours each will work
  - A brief explanation of how the RA will contribute to the project
  - A brief discussion about how the RA will be trained to accomplish the tasks required of them and what they will learn from doing the project
- current CV