



Office of the Provost

Undergraduate Studies

Faculty Mentors in the CARAS Project Grant Program

PROGRAM: CARAS Research/Creative Project Grants provide outstanding undergraduate students grants of up to \$4,000 in support of scholarly, research or creative arts projects undertaken with the supervision of a full-time Temple faculty mentor. The expected outcome of the grant is that the student will have completed a substantial, original research or creative project in a format appropriate for scholarly work in the student's field. This project will enhance the scholar's candidacy for admission into graduate or professional school, for prestigious national scholarships and fellowships, or for positions in their chosen career. As such, the program is designed for those students who have a long term interest in and commitment to the creation of original knowledge.

EXPECTATIONS: Recognizing the diversity of disciplines across the university, the specific design of each project and participation of the mentor in it will vary. However, the program expects that all faculty mentors will:

- Set high expectations for the quality of work produced by the scholar.
- Help to structure the experience to guide the scholar through the process. This includes working with the scholar to establish in advance an appropriate schedule for project completion, including a series of smaller deadlines to provide feedback on progress and regular, scheduled communication.
- Immediately present to program staff any major adjustments or delays to the proposed project that would affect timeline, budget, or deliverables so that changes can be discussed and approved.
- If applicable, work with the student throughout the IRB process to ensure timely submission and approval. If delays occur due to IRB, please communicate with program staff.

TIMELINE AND BUDGET: The student, under advice and guidance from the faculty mentor, must design a timeline and budget for project completion that is feasible and that falls within the grant period of the application cycle for which they are applying. The fall semester application deadline is for projects taking place over winter break and/or spring semester, and the spring semester application deadline is for projects taking place over the summer and/or fall semester. The project budget is divided into student stipend and supplies/materials (the "Award Disbursement Method and Details" section of the CARAS website provides more information on how to calculate this). The student stipend will be distributed in partial payments over the course of the project based on project progress and will require the **participation of the faculty mentor through the submission of periodic progress reports**. The supplies/materials budget will be distributed as a reimbursement upon completion of the project and provision of relevant receipts.

RECOMMENDATIONS: The most useful letters of recommendation supporting a student applicant are those that specifically address the following: the value of the proposed project, how you and the student will work together over the project period, what you anticipate will be the outcome of the work, the extent to which the student is ready to undertake the project, and how you as a mentor would be a good match for the student and the proposed project.