

The Jiu-Hwa Lo Upshur Institute for Civic Education (UICE)
Grant for the 2024/2025 Academic Year

Application Description

Upshur Institute's Advisory Board members, who come from various disciplines, will read and evaluate all proposals. All sections of the proposal must be understandable to non-specialists. Reviewers are not obligated to follow hyperlinks. Note: If applying in partnership with another applicant, only one application will be accepted, and only one grant will be awarded. Applicants may submit only one application per funding cycle. All submissions must be uploaded as a PDF.

Title page:

1. Project title
2. Name(s)
3. Home department(s) of applicant(s)
4. Name of Department Head/School Director/Supervisor and their email address(es)
5. Amount of funding being requested
6. Abstract (200 words)
7. Is IRB required? Yes or NO? If not, please explain.

Project Narrative:

Please submit a project narrative that includes the following elements:

1. Project description (Include an explanation of any collaborations within or beyond EMU that will be part of the project, if relevant.)
2. Discussion of anticipated outcomes and benefits
3. Rationale that explains how the project connects to innovative methods of teaching and learning in History, Social Studies, or Civic Education
4. Evaluation plan
5. Plan for disseminating results
6. Budget and timeline
7. Capability statement that addresses the applicant's qualifications, relevant past work, and likelihood of completing the project. Please address how the project relates to your regular position at EMU.

Please keep the project narrative to 1000 words or less.

Attachments:

If working collaboratively with community partners, you must upload a letter of commitment from the partnering organization, school, etc. (PDF document uploads only.) In the absence of this document, the proposal will not be considered.

If applicable, no funds would be dispersed until IRB approval is submitted. If you have a question about IRB, don't hesitate to contact the director of UICE.

Award Recipients:

Award recipients are expected to submit a final report describing the outcomes of their project to the Upshur Institute for Civic Education Director by June 30, 2025.

If the proposal includes funding to pay current EMU student assistants, payment will be made as a one-time stipend after the project. Funding may not be used to pay non-EMU students.