

IR Research Scholars Award Application

Overview

The IR Research Scholars Program award supports original, high-quality undergraduate research on an international relations-related topic. The award consists of financial support and faculty mentorship for intensive summer research work. This competitive program is aimed at IR majors (second-semester sophomore standing and above) who anticipate producing an upper-level research paper in their senior year.

To be used towards an IR senior thesis, directed research, conference submission or external essay competition, the award will support a minimum of eight weeks of IR core faculty-mentored summer research for the gathering of materials and data. Awards will be granted to both students and faculty for IR core faculty-mentored research and/or collaborative research. The program's objective is to support the development of strong research skills critical to professional or academic goals.

Grants to students will be available based on demonstrated need outlined in the research prospectus and budget statement. Student grants will cover expenses up to \$3,500. Faculty grants are set at \$1,000.

Residency

IR Research Scholars will be required to reside at their research location(s) for a minimum of eight weeks to ensure continued intensive research toward capstone written work(s) in their senior year. The residences may be located on the Tufts campus, within the U.S. or abroad, or a combination of the three. The location(s) of the residency must reflect the availability of resources for the specific topic and research question(s) of the student.

Faculty Mentorship

A joint commitment between faculty and students during the research process is a core component of the IR Research Scholars Program. This partnership may occur through active faculty mentorship and/or faculty-student collaboration. Faculty Mentors will guide and monitor the design and progress of the project, and serve as a key resource for the IR Research Scholars. Active mentorship involves developing a relationship with a student by way of frequent contact, sharing of knowledge and resources, and timely feedback and assessment.

To apply for the IR Research Scholars Program award, students will need the support of an IR core faculty member to serve as the Faculty Mentor. Jointly, they will develop and submit a proposal that outlines the responsibilities and goals for both the Research Scholar and Faculty Mentor. This proposal must include a timeline and milestones for the summer research project and a clear outline of the nature and frequency of contacts between student and faculty mentor.

Once selected, IR Research Scholars and Faculty Mentors will work together to refine intended objectives for the design and implementation of the summer research work. Such objectives may include: a literature review, further identification of untapped primary sources, the consideration of research methodology and/or revision of research questions.

Financial Support

Grants to students will be available based on demonstrated need outlined in the research prospectus and budget statement. Student grants will cover expenses up to \$3,500. Faculty grants are set at \$1,000.

Examples of fundable research costs include access fees for libraries and archives, photocopying or electronic reproduction of source material, limited payment of research subjects, and research-related supplies. Travel, local transportation, lodging and room and board at research locations would also be appropriate. Costs for “durable goods,” such as books, computer hardware and software, and binding of theses would not normally be considered appropriate expenditures, nor would payment of a salary.

Notification and Forfeiture of Award

Applicants and their Faculty Mentors will be notified of all decisions in early April. If for any reason a Research Scholar or Faculty Mentor is unable to carry out the project approved by the IR Research Scholars Program Committee, s/he will be expected to forfeit the financial grant and return any used funding.

Application Guidelines

- Juniors and second-semester sophomores within the IR major are encouraged to apply.

REQUIRED DOCUMENTS:

1. Application Form (including the following 4 components):
 - a. Personal Information (page 3)
 - b. Research Prospectus (page 4-5)
 - c. Project Outline (page 6)
 - d. Budget (page 7-8)
2. Resume (PDF)
3. Unofficial Transcript: Please attach a PDF of your unofficial transcript from Student Information Systems (SIS).
4. Two Letters of Recommendation (see attached forms) – one from the proposed Faculty Mentor and one from a second person familiar with the research project. Recommendation letters may be emailed directly to InternationalRelations@tufts.edu or delivered to the International Relations Program Office (Packard Hall, Ground Floor).

Submit the application form, resume, and transcript via email to InternationalRelations@tufts.edu before the deadline on February 15th, 2019 at 4:30PM.

Personal Information

Name

Email

Phone

Local Address

Permanent Address

Class Year

Major

Project Title

Project Location

Proposed Start Date

Proposed End Date

Estimated Total Cost of Project

Research Prospectus

Prepare a research prospectus outlining the following:

1. An IR-related research question or line of inquiry and an initial theory as to how this question will be answered.
2. A brief summary of existing literature on the subject, including how this research question developed and why it is significant. Be sure to discuss how your findings will enhance the current literature's understanding of the topic.
3. A tentative list of source materials, primary and secondary, to be consulted.
4. A statement of previous undergraduate research experience, including research conducted in classroom and experiential settings such as research assistance positions or internships.

***Research proposals including human subject research are subject to Institutional Research Board approval. See website for more details, <http://www.tufts.edu/central/research/IRB/>.

Please limit responses to the space provided below.

Project Outline

Prepare a project outline that provides a timeframe for the summer project (including chosen location(s) of work and their relevance to the research) and proposed frequency and type of faculty/student collaboration (including methods of assessment). This plan should address the following points:

1. Relationship between proposed project and senior year research objectives.
2. Proposed methods to ensure communication and interaction between student and faculty mentor.
3. Availability of linking technology between student and faculty mentor locations.
4. Potential non-research related “outside” activities (e.g. part-time work) student may have during summer.

Please limit responses to the space provided below.

Budget (1 of 2)

Support for housing/meals and travel will be based on the current cost at the time of departure. Please be as accurate as possible with regard to budgetary expenses. This budget estimate may be revised as you approach the time that you will go abroad. Your actual funding, if awarded, will be finalized by the selection committee. For each budget category below, please list a brief description of the item and the expected cost. List your expenses in the example format below, with any additional clarifying information in a short paragraph after the line item expenses.

Travel Example:

Roundtrip airfare from Boston to Nairobi = \$2000

Travel from Nairobi to 3 community research sites = \$300

Visa = \$120

Note: I may only visit two communities for research, but am planning to visit three. There also may be an additional visa fee of \$100, depending on my length of stay.

Supplies

Research Expenses

e.g. copying, computer time, phone calls, postage, special fees for access to research sites, acquisition of materials, etc.

Budget (2 of 2)

Travel

Include travel to primary site abroad, travel between sites (if applicable), visa costs, and any other travel related expenses.

Room and Board

Include estimated cost for housing and meals.

Other

Contributions from Other Sources

Please list any contributions of equipment, supplies, or financial support and their sources, made toward your project (e.g. department, external grant, etc).

END OF APPLICATION. SUBMIT APPLICATION, RESUME, AND UNOFFICIAL TRANSCRIPT IN ONE EMAIL TO INTERNATIONALRELATIONS@TUFTS.EDU BEFORE THE DEADLINE ON FEBRUARY 15TH AT 4:30PM. RECOMMENDATIONS (SEE ATTACHED FORMS) SHOULD BE SENT SEPARATELY.

IR Research Scholars Faculty Mentor Recommendation

International Relations Program | Tufts University | Packard Hall, Ground Floor | 617-627-2776 |

I hereby waive my right of access to this recommendation on the understanding that it will be considered CONFIDENTIAL and used only in connection with my acceptance to the IR Research Scholars Program. I further understand that I am not required to execute this waiver as a condition for acceptance.

Student Signature: _____

Date: _____

Name (Student) _____ has applied to the IR Research Scholars Program and has designated you as the proposed faculty mentor. We would appreciate your evaluation on the following points regarding the applicant's proposed research, ability to conduct research, and your availability as faculty mentor. If you prefer, you may attach a separate letter or continue on another page. (1 page max.)

How long, and in what capacity, have you known the applicant?

In your judgement, is the applicant sufficiently prepared to conduct research on the proposed topic? Please comment on the applicant's personal and scholarly ability to conduct research on the proposed project.

In your opinion, please comment on the importance of the applicant's proposed research and its relevance to the larger body of research in this field.

As a faculty mentor, will you be available during the summer for mentoring on research and in the senior year for follow up for the applicant and in what capacity?

Signature _____

Faculty Name _____

Position _____

Date _____

Thank you for your assistance. Please email this form to internationalrelations@tufts.edu or deliver to:
International Relations Program, Tufts University, Packard Hall, Ground Floor, Medford, MA 02155

IR Research Scholars Letter of Recommendation

International Relations Program | Tufts University | Packard Hall, Ground Floor | 617-627-2776 |

I hereby waive my right of access to this recommendation on the understanding that it will be considered CONFIDENTIAL and used only in connection with my acceptance to the IR Research Scholars Program. I further understand that I am not required to execute this waiver as a condition for acceptance.

Student Signature: _____

Date: _____

Name (student) _____ has applied to the IR Research Scholars Program and has given your name as a reference. We would appreciate your evaluation on the applicant's personal and scholarly qualities. If you prefer, you may attach a separate letter or continue on another page. (1 page max.)

How long, and in what capacity, have you known the applicant?

In your judgement, is the applicant sufficiently prepared to conduct research on the proposed topic? Please comment on the applicant's personal and scholarly ability to conduct research on the proposed project.

Signature _____

Name _____

Position _____

Date _____

Thank you for your assistance. Please email this form to internationalrelations@tufts.edu or deliver to:
International Relations Program, Tufts University, Packard Hall, Ground Floor, Medford, MA 02155