



## SUSTAINABILITY INSTITUTE AT OHIO STATE STUDENT GRANT APPLICATION (Spring 2024)

### PURPOSE

Ohio State University is dedicated to advancing education, research, innovation, and partnerships related to sustainability. To further these goals, the Sustainability Institute is pleased to offer funding to support **student research or projects** in the areas of sustainability and resilience. **Priority will be given to student research or projects that directly impact one or more of the following criteria:**

- **directly impact university operations;**
- **address diversity, equity, and inclusion;**
- **connect to our local communities;**
- **create opportunities to use our campuses as living laboratories.**

The maximum award per application is \$5,000 and the total funding available is \$40,000.

### ELIGIBILITY

This award is open to all degree-seeking, full-time undergraduate, graduate and professional students from any academic discipline or unit, in good academic standing, and with a graduation date of spring semester 2025 or after. To be considered, research or projects must be student-led and must include support from an OSU faculty or staff member. Projects must connect to the broad definition of sustainability as follows: *Sustainability is the improvement of the well-being of people and communities in ways that protect the earth's life support systems by reducing environmental impacts, enhancing resource efficiency, and ensuring economic prosperity for all. It is motivated by the fundamental dependence of humans on the natural environment and the desire to foster life on Earth, now and in the future.*

### APPLICATION

As part of the selection process, evaluators may consider the uniqueness of the proposal; its educational value, feasibility, and overall quality; as well as proposed measurable impacts. If the project is part of a group effort, only one proposal need be submitted. The proposals must include the following:

- A completed application form;
- A proposal (not to exceed 2 pages) explaining the context of the project or research; intended research questions (if applicable); timeline; budget; significance of the research or project; any expected return on investment; and any relevant citations. Awards will be made for original work only. Budgets should include detailed spending projections and other funding sources. Please include a note detailing the intended plan if your project or research is dependent on cost sharing with another unit.
- A brief letter of support from an OSU faculty or staff member indicating their willingness to work with the applicant on the proposed research or project. Letters must provide the dates and terms over which the research or project is to be conducted; the approximate number of hours the student(s) is (are) expected to work on the project each week; anticipated deliverables; expectations for tracking progress; and the name and contact information for their unit's fiscal manager. Letters should also include the faculty advisor or mentor's name, college or department, address, phone number and signature; and
- An unofficial academic advising report.

### REPORTING REQUIREMENTS

Proposed projects eligible for SI student grant funding are intended to last no longer than one academic year. Funded projects will be required to report out on progress by the end of 2024 and may be asked to present their work during spring semester 2025.

## TERMS AND CONDITIONS

- This funding is intended to support research or project-related expenses including materials, supplies, data, and equipment user fees. The following expenses are NOT allowed: student and faculty salaries and benefits; computer and equipment purchases; food and entertainment; and travel expenses.
- Awarded funds will be released to the listed OSU faculty or staff member's department. If funded, you will need to provide the appropriate unit chartfield number so that the awarded funds can be allocated appropriately.
- Projects must be completed and the funding must be expended no later than one academic year after the award is received, unless an extension of the timeline is approved by SI. Any unused funds by the end of the project period must be returned to SI.
- SI requests that all funded students inform us of proposals, papers and/or awards that result from SI-funded research or projects.
- Recipients of SI funds should acknowledge SI support in publications resulting from SI-funded research or projects. The acknowledgement should read as follows: This work was supported in part by the Sustainability Institute at Ohio State.
- Submission of a proposal funding constitutes an agreement to follow the above reporting requirements, terms and conditions.

## DEADLINES

Proposal documents must be submitted by email to Gina Jaquet, director of education and learning, at [Jaquet.6@osu.edu](mailto:Jaquet.6@osu.edu) by no later than Friday, March 1, 2024 at 11:59 p.m. Awards will be announced no later than Friday, April 26, 2024.

**QUESTIONS?** Please contact Gina Jaquet at [Jaquet.6@osu.edu](mailto:Jaquet.6@osu.edu)

**OSU SUSTAINABILITY INSTITUTE STUDENT  
GRANT APPLICATION (Spring 2024)**

**STUDENT INFORMATION**

Name <input style="width: 90%;" type="text"/>	Email Address <input style="width: 90%;" type="text"/>
Street Address <input style="width: 90%;" type="text"/>	Student ID Number <input style="width: 90%;" type="text"/>
City <input style="width: 20%;" type="text"/> State <input style="width: 10%;" type="text"/> Zip <input style="width: 20%;" type="text"/>	Program of Study <input style="width: 90%;" type="text"/>
Phone Number <input style="width: 90%;" type="text"/>	Student Status: <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Other

**PROJECT INFORMATION**

Project Title:	<input style="width: 85%;" type="text"/>
Brief Description:	<div style="border: 1px solid black; height: 100px; width: 100%;"></div>
Co-author(s)/Participant(s):	<input style="width: 95%;" type="text"/>
Project Start Date:	<input style="width: 80%;" type="text"/>
Project End Date:	<input style="width: 80%;" type="text"/>
Total Amount Requested:	<input style="width: 75%;" type="text"/>

**APPLICATION CHECKLIST**

- Completed application form
- A proposal (not to exceed 2 pages) explaining the context of the research or project, intended research questions (if applicable), timeline, budget, significance of the research or project, and any relevant citations. Awards will be made for original work only. Budgets should include detailed spending projections and other funding sources. Please include a note detailing the intended plan if your project or research is dependent on cost sharing with another unit.
- A brief letter of support from an OSU faculty or staff member indicating their willingness to work with the applicant on the proposed research or project. Letters must provide the dates and terms over which the research or project is to be conducted, the approximate number of hours the student(s) is (are) expected to work on the project each week, anticipated deliverables, and expectations for tracking progress. Letters should also include the faculty advisor or staff member's name, college or unit, address, phone number and signature.
- Unofficial advising report

**CERTIFICATION**

- I give the Sustainability Institute (SI) permission to use my name in publicity materials if I am selected to receive SI grant funding. SI may contact me upon award of the funding and at middle and end of the academic year to conduct an interview and/or coordinate regarding presentation of the outcome of the project or research.
- I affirm that the information which I have provided on this application form and any additional material that I submit related to the financial aid process is complete, accurate and true to the best of my knowledge. I also understand that furnishing false information may result in revocation of this funding or may result in disciplinary action pursuant to The Ohio State University Code of Student Conduct.

Applicant Signature

Date

Student Name:

**PROJECT or RESEARCH PROPOSAL**

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Please use the space below to tell us about your proposed project. Please also include a timeline and budget. Be sure to discuss the following items in the space below:

- (a) the context of your project or research;
- (b) your intended project plan or research questions and methodology;
- (c) the significance of the project or research;
- (d) any expected return on investment; and
- (e) any relevant citations.

Student Name:

**RESEARCH/PROJECT PROPOSAL, CONT.**

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A large, empty rectangular box with a thin black border, intended for the student to write their research or project proposal. The box occupies the majority of the page below the header.