

Creative Arts, Research and Scholarship (CARAS) Program Project Grant Application Guidelines

The Creative Arts, Research And Scholarship (CARAS) Program provides undergraduate students with project grants of up to \$4,000 in support of scholarly, research or creative arts projects undertaken with the supervision of a faculty mentor. The grants are competitive and limited in number. One half of the research award is provided from the student's school or college, and a matching half is provided from the Office of the Provost. The program is administered by Undergraduate Studies.

CARAS Project Grant Eligibility and Guidelines (READ CAREFULLY)

- Must be full-time undergraduates. Team submissions accepted, but all members of team must be eligible.
- Students must complete at least one full-time undergraduate semester after completion of the project.
- Awards limited to a maximum of \$4,000 per student or group project.
- Students may receive only one award in an academic year.
- Students cannot accept more than one grant or fellowship for the same project.
- Not covered by the award: Tuition costs, equipment costs, and durable goods; Supplies normally provided by the student's school/college/department; Travel to countries under a U.S. State Dept. Travel Advisory of level 3 or 4
- International travel is subject to Temple's International Travel Policy.
- Student stipends are not awarded for projects for which a student is earning academic credit.
- Faculty mentor must be a full-time faculty member at Temple University (adjunct faculty not eligible)

Expectations of Grant Recipients

Grant recipients should address all communications and final project deliverables to CARAS@temple.edu

Upon completion of project, CARAS recipients are expected to submit:

- An electronic copy of the final project (technical research paper/report OR documentation of artistic/creative project depending on field)
- A 2-3 page nontechnical summary report for program staff reflecting on project significance, process, results, and future plans for dissemination
- Final budget report (if applicable)
- An email sent from faculty mentor to CARAS@temple.edu confirming project materials have been reviewed and project is complete

Application Requirements

Only complete applications will be considered. After submitting the online form by the deadline an email will automatically be sent to the listed faculty mentor requesting their endorsement of the application form and a letter of recommendation. Once these items are submitted through the system, the application will automatically be sent to the student's Designated School/College CARAS Approver for endorsement.

- **TUPortal Application Form** (including abstract, project proposal, and budget proposal and rationale)
- **Mentor Endorsement and Letter** detailing the student's preparedness to undertake the project and ability to see it to completion (submitted to the online system). The letter should also indicate the amount of support the faculty mentor will provide, the contribution of the project to the field, and the student's potential to contribute to the discipline in the future.
- **CARAS School/College Approver Endorsement** submitted through the online system

Deadlines:

October 15th for Winter Break and/or Spring Semester Projects

March 15th for Summer Break and/or Fall Semester Projects

Questions

Email CARAS@temple.edu