



*The Council for the Study of  
Community Colleges*

**2019 CALL FOR RESEARCH GRANT PROPOSALS**

**Nomination Deadline: Friday, December 13, 2019, 7PM EST**

**I. Cover Page**

**Name/Title of Project:** \_\_\_\_\_

**Investigator(s)**

Name of Principle Investigator: \_\_\_\_\_

Title: \_\_\_\_\_

Institution: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

E- mail Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

Other Investigators (use additional pages if needed): \_\_\_\_\_

Other Investigator Title: \_\_\_\_\_

Other Investigator Institution: \_\_\_\_\_

Other Investigator Mailing Address: \_\_\_\_\_

Other Investigator E-mail Address: \_\_\_\_\_

Other Investigator Telephone: \_\_\_\_\_

Other Investigator Fax: \_\_\_\_\_

**All applicants must be current members of the Council for the Study of Community Colleges (CSCC) at the time of submission and have not received a research grant from CSCC in the last five years:**

\_\_\_\_\_  
Signature (one of the grant proposers)

\_\_\_\_\_  
Date

## II. Project Description

***The description and budget must be on separate pages that do not contain information that would identify the individual(s) submitting this proposal.***

Please provide a succinct description of the proposed project that includes the following:

- Purpose of investigation
- Research objectives and questions
- Significance of the study for community college researchers and practitioners
- Brief literature review
- Research methodology
- Potential implications for community college research and practice
- Project timetable
- Human subjects approval required

**Maximum length of Project Description (excluding Budget and references):  
10 pages (maximum), double- spaced, 12- point font**

## III. Budget (not less than \$500 or more than \$1000)

Please provide a brief rationale for funds requested within each category (how will funds support the project):

Category	Rationale	Amount
Personnel*		
Clerical support		
Contract services		
Postage		
Materials/Supplies		
Travel		
Other		
<b>Total</b>		

\*For example, researcher compensation, graduate assistant

If the project will be supported through other funds, as well, please indicate this in a narrative statement.

## Requirements and Guidelines

1. All project investigators must be a current member of the Council for the Study of Community Colleges at the time of submission.
2. Project investigators who received the research grant from CSCC in the last five years are not eligible.

Submit one electronic, signed copy of the entire proposal by 7pm on Friday, December, 13, 2019 to:

Mark Fincher, Ph.D.  
Mississippi State University  
College Park Campus  
1000 Highway 19 North  
Meridian, MS 39307  
Office: 601-484-0188  
Email: mef348@msstate.edu

3. The CSCC Vice President of Research and Publications and at least two additional CSCC members will evaluate proposals.
4. Evaluation criteria include:
  - Potential for the project to contribute to the professional body of knowledge about community colleges, including, but not limited to, community college teaching and learning, leadership, administration, policy, student success, international issues, governance and finance.
  - Potential for the project to contribute to practice within community colleges.
  - Proposal quality, including clarity of information provided
    - demonstrated knowledge of relevant and recent literature
    - appropriateness of research methodology with adequate details of research methods and procedures and,
    - feasibility of the timetable.
  - Adequacy of budget to support project to include personnel and research expenses
5. The Vice President of Research and Publications will notify the President of CSCC of the committee's decisions, and the President will arrange for payment to award recipient(s) at the annual general meeting.
6. Award recipients are required to:
  - Acknowledge support from CSCC in publications that result from the funded research project.
  - Provide the CSCC Vice President of Research and Publications with a copy of the resulting research report, draft manuscript or publication that is based upon the funded research project. This must be submitted within two years of the receipt of the award. This document will be maintained as a permanent record of the Council's activities and may be posted on the CSCC website.
  - Submit a copy of their institution's human subject approval, if applicable.
  - Present at the 2020 CSCC annual conference.