



**ILLINOIS GROUNDWATER ASSOCIATION
GUIDELINES AND APPLICATION
FOR A MIDDLE AND HIGH SCHOOL STUDENT RESEARCH GRANT**

Instructions

Read the **Illinois Groundwater Association's Guidelines for the IGA Middle and High School Student Research Grant Program** (attached). Make sure you follow the **Application Guidelines**.

2. Complete the application form by typing or printing in the spaces provided. Also, attach a **maximum** of two pages, typed single spaced, describing your project. Please include:
 - statement of the objectives of the project
 - statement of the proposed methods for accomplishing the project
 - location of any field investigations
 - an approximate timetable for the project
3. Sign the application form and have it signed by your advisor or research supervisor.
4. Submit an electronic copy of the completed application to:
Melissa Lenczewski, Grants Coordinator
Illinois Groundwater Association
lenczewski@niu.edu

Completed applications should be postmarked by the following deadlines:

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| Spring applications: | 4th Friday in April |
| Fall applications: | 2nd Friday in November |

ILLINOIS GROUNDWATER ASSOCIATION

Guidelines for the IGA Middle and High Student Research Grant Program

The Illinois Groundwater Association (IGA) makes available several small grants annually to help support middle and high school student research into groundwater-related projects. The purpose of the grant program is to:

- Foster awareness of groundwater-related issues in Illinois middle and high schools
- Support science teaching in Illinois schools
- Support student research into groundwater in Illinois or relevant to Illinois at a level at which IGA support can be significant
- Encourage the training and development of students as future water and groundwater professionals
- Encouraging the involvement of students in the goals and activities of the IGA.

Awards will be made on the basis of applications, which are competitively evaluated. Applications will be evaluated for the merit of the proposed project or work, the completeness of the proposal, the capability of the student investigator and teaching leader, and the reasonableness of the requested funding relative to the proposed work. The number and size of the awards will be at the discretion of the IGA Executive Committee. Individual awards up to \$250 will be considered.

Eligibility

Any middle and high school program in the State of Illinois is eligible to apply for an IGA Middle and High School Research Grant. It is assumed that applications will be submitted by the lead teacher or administrator of the class. Students and teachers are not required to be members of IGA. Applications can be made once per year, but may not submit applications in consecutive years. Applicants may not receive more than one IGA Research Grant during the school year.

Previous IGA grant awardees can be reviewed at the IGA website--

<http://www.illinoisgroundwater.org/sgrants.html>

Procedure

The Executive Committee of the IGA shall announce requests for student applications for an IGA Middle and High School Research Grant as follows:

- In the IGA newsletter sent to IGA members (by e-mail).
- At IGA meetings
- Social media and the IGA web site
- Informal networks

Awards will be made at the discretion of the Executive Committee of the IGA according to funds available. A member of the Executive Committee who is a relative, advisor, or research supervisor of a student applicant may offer comments and recommendations concerning the application, but may not vote on the distribution of awards. Awards shall be made without consideration of the gender, religion, race, or ethnic background of the students. Recognizing the differences in ability and experience between student grade levels and in the scope and costs of their research, the Executive Committee will evaluate middle and high school applications separately and will try to award grants in each category. However, there shall be no maximum or minimum number of awards in either category, and the Executive Committee may refrain from making any award at all.

Application Guidelines

Applications should be concise and informative, and should define a research problem for which adequate preparation has been made. Each application should include a description of the research strategy to be used to solve a problem through: classroom, field, or laboratory work; an estimated budget of reasonable expenses; and a statement of other funds available for the project or activity. It is recognized that many student projects operate on a combination of small grants like the IGA Middle and High Student Research Grant.

The grants are to be used for expenses related to water and groundwater education and class projects. Appropriate expenses include materials and supplies, purchase of equipment that is otherwise not available to the class, and cost of educational materials that the student would not normally be able to conduct personally. Funds shall not be used for purchase of equipment or materials that should normally be available to the class, for payment to others to conduct work (such as typing, drafting, or routine laboratory analysis) that the class could reasonably be expected to perform personally, or for general expenses.

Award Procedure

The applications will be reviewed and awards decided within 4 to 6 weeks after the application deadline. The awards will be made by a single check to each recipient and should be used only for the purposes stated in the application. By the first day of February following receipt of the award, the teacher or administrator shall submit to the IGA Executive Committee a brief report of the research conducted, a brief accounting of the expenses paid with the award (no receipts are necessary), and a summary of the activity or project that will be included in the IGA newsletter. Any unused funds shall be returned to the IGA. If the grant applicant is unable to conduct the proposed research, the Secretary of the IGA shall be notified in writing and the IGA Executive Committee will determine if an extension of time shall be granted or if the funds shall be returned to the IGA.

Applicants are encouraged to present their research at an appropriate IGA meeting after the substantial completion of their project. Typically, this would be the Spring or Fall meeting in the calendar year after receiving the award.

**Illinois Groundwater Association
Middle/High School Student Research Grant Application**



Project or Activity Title: _____

Student Name: _____

Student Address: _____

Student Email: _____

Class Name and Grade Level: _____

Class Activity: _____

School Name: _____

Name, Address, Phone, and Email of School Administrator:

Student Signature: _____

Date application submitted: _____

Illinois Groundwater Association
Middle/High School Student Research Grant Application



Description of Research: Please attach a brief description (2 pages or less) of the research to be conducted, including objectives, significance, methods, location of any field or laboratory work, relevance of this research to Illinois groundwater, timetable and bibliography.

Budget: List and (if not obvious) briefly explain the need for each major item or category for which IGA support is requested. See Application Guidelines for what sort of items or expenses are acceptable.

| Category/Item <u>and Need</u> | Amount <u>Needed</u> | Amount Requested <u>from IGA</u> |
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| | | |
| Total amount requested from IGA | | |

Brief Description of Class and Class Activities: Attach a brief description of the class and class activities that this grant will support, including how this grant will be used to foster water and groundwater-related education.