



USC U.S. – China Institute
Guidelines for 2015 Graduate Student Summer Fieldwork Grant Proposals
Submission Deadline: 4 pm, April 17, 2015

Graduate Student Summer Fieldwork Grants

The USC U.S. – China Institute (USCI) seeks to fund social science research examining the U.S. – China relationship or significant trends and issues affecting that relationship. USC doctoral students in all disciplines are invited to apply for summer fieldwork grants.

This support enables USC doctoral students to a) carry out field research on a topic addressing an aspect of the multidimensional U.S. – China relationship and b) to forge ties with researchers or institutions in China or elsewhere who will be able to assist students in carrying out future dissertation research. As a result of this field research, students should be better able to develop their dissertation prospectuses and more compelling dissertation research proposals for major funding agencies.

Students may request up to \$3,000.

The grants may be used to

- visit archives, critical libraries, or other institutions;
- carry out interviews, surveys, or other fieldwork; and/or
- meet and study with research mentors in China and elsewhere

These grants are not intended for

- study in language training programs
- conference participation
- work that could be completed while in residence at USC
- equipment purchases

USCI is committed to supporting work examining a broad range of topics. Preference will be given to policy-relevant research projects.

Grant Conditions

- Applicants may apply to other internal USC grant programs but may not receive funding from more than one internal USC grant program in the same award period.
- Awardees have discretion in the budgeting and re-budgeting of funds to meet their research needs within the guidelines of the fund and the terms of the proposal. However, funds may not be transferred to another project. Awardees must adhere to relevant University spending regulations.
- Awards are not transferable to other institutions or individuals.
- Activities to be funded under these grants are to be completed by August 31, 2015.
- Awardees must meet reporting and acknowledgement requirements as outlined below.

Proposal Evaluations

Proposals will be evaluated by a committee composed of USCI-affiliated faculty. In some instances, the committee may seek evaluation assistance from non-affiliated faculty with special expertise in the area under consideration.

In reviewing summer fieldwork grant requests, referees will consider:

- (a) the quality of the student's work thus far and mentors' evaluations of the student's potential;
- (b) likelihood that the research will illuminate an important dimension of U.S. – China relations or aid our understanding of a trend or issue affecting that relationship;
- (c) intrinsic significance and originality of the proposed research;
- (d) likelihood that the research might subsequently be externally funded;
- (e) impact of funding on team's ability to initiate research; and
- (f) existing support from the student's home department or school.

Because of limited resources, not all proposals can be funded, and some may be funded for less than the requested amount. The total amount awarded will depend on the quality of the proposals that are submitted. Awards will also take into consideration the balance of topics, with a goal of including research covering multiple disciplines and approaches.

Proposal Contents

1. Application form (see below)
2. Project Abstract (no more than 150 words in length)
3. Project Narrative (no more than 750 words, approximately 3 double spaced pages)
 - a. research description (goals, importance, work already done)
 - b. research design (who, what, where, when, and how)
 - c. planned outcomes (target funding agencies, prospectus plans)
4. Project Bibliography (no more than 1 page)
5. Project Budget
 - a. travel expenses
 - b. materials and supplies
 - c. affiliation fees
6. Curriculum Vita (no more than 2 pages)
7. Two Letters of Support (focusing on work thus far and ability to carry out the proposed fieldwork, at least one letter should discuss the student's language skills, if relevant, letters should be in sealed/signed envelopes)
8. Transcripts (graduate and undergraduate, unofficial copies are acceptable)

No other materials should be submitted. Submit an electronic copy in doc or pdf format.

Application Deadline and Evaluation Timeline

Applications must be received by USCI by **4 pm, April 17, 2015**. Please email complete applications to uschina@usc.edu. Award decisions will be made by April 24, 2015.

Reporting and Acknowledgement of Support

Awardees are asked to submit a brief report (including an accounting of expenditures and any external support received) by September 18, 2015. These reports will be reviewed and portions of the report may be published to the web or in newsletters so as to build support for the USCI research effort.

Any print or web publication or creative endeavor arising from work supported by the fund should acknowledge the USC U.S. – China Institute. Copies of publications should be submitted to the U.S. – China Institute.

Questions

Students should write to uschina@usc.edu with their names, affiliations and email addresses so as to receive notifications of events and other grant opportunities. Please call 213-821-4382 with any questions.

USC U.S. – China Institute
3502 Watt Way, ASC G24, Los Angeles, CA 90089-0281
web: <http://china.usc.edu>

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USCI Graduate Student Summer Fieldwork Grant

Application Checklist

Prepare 4 print copies and 1 electronic copy of

- 1. Signed application
- 2. Project Abstract
- 3. Project Narrative
- 4. Project Bibliography
- 5. Project Budget
- 6. Vita
- 7. Two Letters of Support
- 8. Transcripts

Send or deliver your proposal package to

**USC U.S. – China Institute
3535 S. Figueroa St., FIG 202
Los Angeles, CA 90089-1262**

Questions? Please call 312-821-4382 or write uschina@usc.edu

Download guidelines and applications from the USCI website: china.usc.edu



USC U.S. – China Institute
2013 Graduate Student Summer Fieldwork Grant Application
Submission Deadline: 4 pm, March 14, 2013

Title of Project:

Amount Requested:
Other Sources Approached and Amounts Sought:

Name: _____

Department or School: _____

Mailing Address

Email: _____

Phone: _____

Necessary Reviews?

Human Subjects: <i>Institutional Review Board</i>	<input type="checkbox"/> Yes *	<input type="checkbox"/> No
UPC Contact: Kristin Allen – 213-821-5272		
HSC Contact: Diane Shycoff – 323-223-2340		
Human Blood, Infectious Diseases, Recombinant DNA:	<input type="checkbox"/> Yes *	<input type="checkbox"/> No
<i>Institutional Biosafety Committee</i>		
Contact: Kathryn Franssen – 323-442-2200		

* If yes, approval of the cognizant committee must be requested prior to submission, and received prior to final funding.

I agree to abide by the conditions and reporting requirement of the USCI Summer Fieldwork Grant guidelines.

Signature: _____

Date: _____