

**How do I submit my application?**

Please submit both electronic and hard copies of all application materials, including the faculty letter of recommendation, to the College Council office (Monroe Hall, Room 269A) as well as digital copies of the application, proposal, budget, timeline, and unofficial transcripts to [collegecouncilresearchgrants@virginia.edu](mailto:collegecouncilresearchgrants@virginia.edu).

**How will I know that my application has been received?**

All received applications will be acknowledged by email.

**When will I receive a decision?**

Decisions will be returned to students on Monday, Mar. 9, 2015.

**I am a 4<sup>th</sup> year graduating in May, am I still eligible for the Minerva Award?**

Yes, any undergraduate student currently enrolled in the College of Arts and Sciences is eligible for the Minerva Award.

**Are teams of researchers working on one project eligible for the Minerva Award?**

Yes, joint applications are accepted. All team members are required to fill out the application form and submit unofficial transcripts, but only one proposal, budget, timeline, and letter of faculty support is necessary for a joint project.

**Will receipt of another funding award hurt my chances of receiving the Minerva Award?**

The Minerva Award selection committee does ask that you report all awards for which you are applying and from which you have already received funding. As a general policy at the University, we try to ensure that as many students as possible have the opportunity to carry out their research projects. Thus, if two student projects are of equal merit but one has already received sufficient funding and the other has not, the selection committee is more likely to fund the project that does not have sufficient funding.

**Can I receive feedback about my application if I am not selected for the award?**

Yes, the Minerva Award selection committee welcomes students to request feedback about their application in order to strengthen future funding applications.

**If I am awarded the Minerva Award, what responsibilities will I have?**

If awarded the Minerva Award, a student is obligated to attend a funding meeting to review our research funding procedures, present the funded research at the URN's Undergraduate Research Symposium (or other approved academic conference) OR submit the funded research for publication in *The Oculus* (or other approved academic journal) by the end of the Spring '15 semester. Finally, by accepting this award you are agreeing to submit a project report and an expenditures report to College Council (me) by the end of the current semester (this semester) and again at the start of the next semester (Fall '14) updating College Council on the progress made over the summer.