

**THE WALTER AND THEODORA DANIEL
ENDOWED EDUCATIONAL RESEARCH FUND**

DESCRIPTION AND ELIGIBILITY

**HOWARD UNIVERSITY
SCHOOL OF EDUCATION
THE WALTER AND THEODORA DANIEL
ENDOWED EDUCATIONAL RESEARCH FUND**

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OVERVIEW OF FUND

The Walter and Theodora Daniel Endowed Educational Research Fund awards small grants to incumbent or retired faculty, staff members, and students¹. The major purpose of the program is to provide financial support for significant research studies of Black education. The fund embraces three major areas:

- (a) Awards for research studies conducted by incumbent or retired faculty, staff members, and undergraduate/graduate students at Howard University;
- (b) Once a decade, priority will be given to support the publication of the *Index to the Journal of Negro Education*; and
- (c) Support may be given to the Charles H. Thompson Lecture/Colloquium Series

ELIGIBILITY

Any incumbent or retired faculty or staff member, undergraduate or graduate student is eligible to submit a proposal. Although the fund is designed primarily to support faculty, staff, and students in the field of education, representatives or other disciplines may apply to study significant educational issues.

APPLICATION DEADLINE

Completed applications are due electronically, to the Daniel Oversight Committee Chairperson, School of Education, at ythomas@howard.edu, no later than midnight on Friday, September 3, 2010.

The original cover sheet with appropriate signatures as well as letters of support, if applicable, should be copied as a pdf file and submitted along with the Word copy of the application. *Please review word file entitled Daniel Endowed Overview, Guidelines, Cover Sheet, Checklist for more detailed information regarding submission, award period, and other requirements.*

GRANT PERIOD

¹Members of the Oversight Committee are ineligible to apply for awards.

Grant funds will be awarded for the 12-month period beginning October 1 ending September 30. Funds may not be spent prior to the beginning of this grant period. Unexpended funds may not be carried over after the end of the grant year except in extreme circumstances which must be approved by the Fund's Oversight Committee.

THE PROPOSAL

The application for an award must be set forth in a carefully developed proposal describing the research project in a narrative of no more than six (6) double-spaced pages (excluding the curriculum vitae and letters of clearance) and must include the following items:

1. Clear and concise statement of the research objectives(s)
2. Justification for the proposal and a statement relative to how the research effort will add significantly to the body of knowledge about the education of Black people
3. Description of the research methodology, including hypotheses to be tested (where appropriate), sources of data, and methods for gathering and analyzing data
4. Time frame for conducting the research which reflects the research activities covering the grant period
5. Detailed budget showing a listing of expenditures with justifications which establish a clear relation between the expenditure and research activities
6. Letters of clearance from all groups affected by the research (e.g., schools, departments, outside agencies)
7. Current curriculum vitae of the investigator(s) (two page maximum)
8. Student investigators must have the approval signature of their research advisor (*this signature denotes that the research advisor has reviewed and approved the student's application for a Daniel research award*)

HUMAN SUBJECTS

Proposals involving human participants must be prepared in a specific format for review by the University's Institutional Review Board (IRB) and must bear the approved or pending signature of the IRB's Executive Secretary. For approved application utilizing research participants, no funds will be awarded to the grantee until final IRB approval is granted.

AMOUNTS OF AWARDS AND USE OF GRANT FUNDS

The maximum amount which may be requested, per application, is \$5,000. Proposals requesting less than the maximum amount will be given equal consideration with proposals requesting amounts at or near the maximum. Funds may be used for supplies, travel as required for conducting the research, and/or nominal payments to research participants.

Funds that are unused at the end of the grant will no longer be available to the investigator and continuations or renewals of incomplete projects will not be approved. Exceptions to this policy will be made only in extreme circumstances and must be approved by the Oversight Committee. Any unexpended funds shall be returned to the Walter and Theodora Daniel Endowed Educational Research Fund.

RESEARCH REPORTS

The award recipients are expected to submit two written reports to the Oversight Committee for the Walter and Theodora Daniel Endowed Educational Research Fund. One shall be a midyear progress report containing a narrative on project progress, including a financial report on expenses incurred to date. The other report shall be a final narrative report of the research and its findings with a full financial accounting including all expenditures made under terms of the award and the return of any unexpected funds. Failure to submit a midyear progress report can result in ineligibility to receive the remaining grant funds.

The final report is due no later than 60 days after the expiration of the grant.

Any publications that result the support of this program should include the following: *AThis research is made possible with support from the Walter and Theodora Daniel Endowed Educational Research Fund.*@ A copy of the publication should be provided to the Chair, Daniel Oversight Committee.

EVALUATION OF PROPOSALS

The Walter and Theodora Daniel Endowed Educational Research Fund Oversight Committee evaluate all proposals. The decision of the Committee is final and not subject to appeal. The applications are evaluated in terms of the following:

1. Does the proposed research address a significant problem in education?
2. Are the objectives well stated, logical and appropriately conceptualized?
3. Are the design, methodology and instrumentation for the proposed project adequate, appropriate, and feasible?
4. Are plans for data analysis appropriate to the aims and methods?
5. Is the management plan sound and can the proposed research be completed

within the project period?

6. Are the qualifications (academic, research, experience, publications, other special attributes) of the investigator adequate and appropriate for the project?
7. Are the funds required and the budgetary allocations in line with the nature and scope of the project?

Because of limited funds, some worthy proposals may not be funded. Unsuccessful applicants will receive the comments of reviewers.