

Research Support Guidelines

Research is an integral and necessary part of doctoral education. All students receive stipends for living expenses, and these stipends support the ordinary costs of local research, whether in the library or in the lab. However, some students face extraordinary costs of research. They must travel to archives or research sites, they must reproduce surveys, pay for lab analyses, etc. The Graduate School makes funds available to support these extraordinary costs of research.

There is no limit on the number of times a student may receive research support, nor on the amount of the support. However, once the student's cumulative requests (i.e. past research awards plus the current request) for research support exceed \$2,500, the student's application will be reviewed by a faculty committee. That committee will make this level of award on a competitive basis.

All applications for research support will be reviewed by the Graduate School to be sure that the student is eligible and that the budget is not excessive.

Eligibility

- Students must be enrolled in an eligible Emory doctoral program for the duration of the research (all programs except Anthropology, Biomedical Engineering, and GDBBS).
- Students must be in good standing at the time of the application, in the Graduate School as well as in their programs.
- Students may not have any incompletes at the time of application.
- Students must have submitted reports on all previous completed PDS awards.
- Applications for awards that require competitive review must include copies of the reports on all previous training and research awards. These reports will be considered by the review committee.

Support

- Funds are intended to support travel and other direct expenses associated with accessing, acquiring and/or collecting data and/or scholarly resources not available at Emory. Included are domestic or international fieldwork, interviews, surveys, site visits, archival research, and so on.
- Support can include reasonable living expenses for the duration of the research. While a student receives a Graduate School stipend, support will not be granted for living expenses at the student's primary residence. More information is in the Expenses and Budget Guidelines document, available on the Graduate School website.
- Students may apply for and receive multiple awards.
- Support is available for research that is essential to a student's progress towards his or her degree. It is expected that awards in excess of \$2,500 will be for dissertation-related research.

Review

- The student's Advisor and Director of Graduate Studies review each request and approve it on the basis of the value of the training to the student's progress.

- Support up to the threshold of \$2,500 is awarded primarily on the basis of DGS and Advisor approval.
- Applications that do not require faculty review are due on the last working days of October, December, February, April, June and August, and will be considered within two weeks. For precise dates, consult the PDS Calendar document, available on the Graduate School website.
- A student may receive several awards, totaling less than \$2,500, without submitting an application to competitive faculty review.
- Once a student's cumulative research support – past support plus current request – exceeds \$2,500, all applications must be approved by the DGS, Advisor, and a faculty review committee.
- In addition to the merit of the proposed research, faculty review will consider the past use the student has made of Emory support for research and his or her efforts to acquire external funding.
- Applications for funds intended to support significant components of dissertation research, including preliminary research, are expected to document that the student has pursued, and is pursuing, external grant funding. This documentation will typically include cover letters or pages from grant applications that have been denied funding or are pending review. Favorable consideration will be given to student requests that demonstrate a persistent effort to identify and apply for external funding.
- Applications that require faculty review are due on the last working days of September, November, January and March, and around the 15th of May, and will be considered within 30 days. For precise dates, consult the PDS Calendar document, available on the Graduate School website.
- Students who receive awards must submit to the Graduate School a written report on the use of the awarded funds, including a brief narrative of the research, within 30 days of the completion of the research.