

**Richter Scholarship Program
Supporting Independent Study
Projects of Undergraduate Students
on the Reynolda Campus**

The Richter Scholars Program supports independent study scholarships with financial awards up to \$6,000 for undergraduate students in the College and the School of Business of Wake Forest University. Richter Scholarships are competitively awarded for students proposing an independent study project requiring travel away from Winston-Salem. International projects are especially encouraged.

APPLICATION DEADLINE: February 8, 2019

Review of proposals will begin on February 18, 2019. We anticipate awarding approximately 15 grants this year.

The Richter Scholar awards are the largest single awards on campus for the purpose of independent study. Students are encouraged to pursue enriching, broadening projects that have the promise of being life-changing. To enrich the independent study experience, each student is required to have a faculty mentor for his or her project. Copies of research reports and papers developed under the auspices of the Richter Scholars Program shall upon request be forwarded to the Trustee for the Richter Funds. All publications resulting from the Richter Scholar Program shall acknowledge the sponsorship of the Richter Memorial Funds.

Scholarship recipients are also eligible to apply for additional funds to cover extraordinary expenses of their research as well as to travel to present their results at scholarly meetings. Scholarship recipients may apply for this support, as needed, in a memorandum to the Dean of Research, Scholarship, and Creativity.

Criteria for Selection

1. A committee of faculty and administrators will review applications and select the scholarship recipients. Scholars will be selected based on the following criteria: feasibility of the project, contribution of the project to the overall education and enrichment of the student, commitment of the student and faculty advisor to the project, and the student's demonstrated ability to initiate and sustain creative activities and research.
2. Although there is no absolute grade point criterion, successful applicants generally have a 3.0 GPA. Students must be in good standing with the University.
3. While the Richter Program encourages students to pursue international projects, proposals that focus on "touring," rather than exploring a topic in-depth, will receive lower priority as will enrollment in a standard course of program.
4. Individually conceived and executed projects are encouraged.

5. The Richter Scholars may receive credit toward honors projects and/or individual study projects supported by their Richter grant but, Richter funding shall not be applied toward course tuition or course fees for which a student receives credit.

6. Funds may not be used to cover translators or equipment (e.g. recording devices, hard drives, cameras). Also, funds cannot be used to hire or pay collaborators.

7. The duration of the project normally ranges from 3-6 weeks.

8. **Please avoid making surveys or using human subjects as a centerpiece for your proposal.** Most applicants do not have the necessary experience or linguistic tools to carry out such projects. However, should you decide to include activities that obtain information about living individuals (such as interviews, participant observation, surveys), please contact Pam Moser at irb@wfu.edu to determine if you need Internal Review Board (IRB) approval **in advance** of your submission. Students who conduct human subjects research must have a faculty mentor who has completed the Collaborative Institutional Training Initiative (CITI training) for human research.

9. **Final piece** of work and Research Day participation. Both the final report and detailed budget must be completed by mid-October. Receipts should be kept for purchases exceeding \$75. Each Richter Fellow will be required to submit to the Committee a project-ending piece of work that has been discussed with the faculty mentor prior to submission. This concluding piece may come in various forms: a written report, a visual report, an artistic production, computer-based productions, pieces of creative writing, etc. It must be submitted by mid-October 2019 (exact date to be announced). It should be uploaded to the appropriate Drop Box under **Richter 2019 Final**. If the final piece is an artistic endeavor and cannot be uploaded, please contact Dr. Anne Boyle (boyle@wfu.edu).

In addition, an abstract of your project must be submitted for **Undergraduate Research Day**. Special circumstances will be taken into consideration if you are unable to participate in Undergraduate Research Day (i.e. Study Abroad)

For additional information contact Dr. Anne Boyle (boyle@wfu.edu or ext. 5400).

Richter Scholarship Program Application

First Name

Last Name

Student ID Number

Date

Mailing Address

Telephone Number

Email Address

Class at time of application

Freshman

Sophomore

Junior

Senior

Cumulative GPA

Major Department

Anticipated Date of Graduation
(mm/yy)

Faculty/Advisor Department

If credit is to be awarded in association with this project, what is the course number?

If you are applying for other funding for this project what is the source?

Project Title

Synopsis of Proposed Independent Study Project (150-200 words)

Description of Proposed Project

Attach a 2-3 page description of your proposed project. The description should be single spaced, 12 font, Times New Roman (preferred), up to 1500 - 2000 words, 1 inch margins.

Describe the project, your specific goals, and how it will enrich and broaden your life and educational interests. How do you plan to achieve your goals? Give as much information as possible about the nuts and bolts of the project. Who or what is in place to support you in your endeavors? What abilities and resources do you possess that will enable you to accomplish your proposed goals? What unique and personal experience do you hope to have as a part of your proposed summer project? With whom will you be working? Provide contacts, references, and dates (if possible provide letters from your contacts). If you are going to work independently, explain why this is important.

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Budget

How much will it cost? Provide a realistic, detailed budget to support your proposed activities. Research airfare on the internet or other sources. Please provide a list of other sources (including amount) from which funding is being sought. The maximum request is \$6,000; please provide an estimate of the entire cost of your project.

The Richter Scholarship will function as a stipend. In order to minimize the summer scholars' tax liability, students will be given the opportunity to be reimbursed for approved expenditures (those expenditures normally reasonable for professional activities according to state and federal tax guidelines) up to the total amount of the stipend. Should a scholar receive any part of the stipend for which there is not proper documentation, that amount of money would be taxable in the usual ways.

Richter funding is not to be used to purchase equipment that is retained by the student.

	Quantity	Description	Amount
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2	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	<input type="text"/>	<input type="text"/>	<input type="text"/>
4	<input type="text"/>	<input type="text"/>	<input type="text"/>
5	<input type="text"/>	<input type="text"/>	<input type="text"/>
6	<input type="text"/>	<input type="text"/>	<input type="text"/>

	Quantity	Description	Amount
7	<input type="text"/>	<input type="text"/>	<input type="text"/>
8	<input type="text"/>	<input type="text"/>	<input type="text"/>

Describe to the Committee the background which has prepared you to pursue this independent study project.

Include up to eight relevant literature citations which will serve as the background for the proposed project.

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Indicate the beginning and ending dates for the project.

Beginning Date (mm/dd/yy)

Ending Date (mm/dd/yy)

Faculty Mentor Letter of Support

The Richter Committee expects the student and faculty mentor to thoroughly discuss the completed application before it is submitted. During this discussion, ask your mentor to email his/her letter of support directly to Dr. Anne Boyle of the Richter Committee (ext. 5400; boyle@wfu.edu). The faculty mentor's letter must be received by the application deadline.

Current Wake Forest Transcript

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Additional Letters of Support

If your project involves significant interaction with additional individuals and/or organizations, please include letters of support (non-mentor endorsement) from pertinent individuals.

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Do you have additional letters of support?

- Yes
- No

On-Campus and Off-Campus Implications

What contributions will you bring back to Wake Forest or the larger community? For example, some projects lead to magazine articles, co-authorship in journal publications, or public presentations, while other projects represent Wake Forest in such a way as to promote the virtues and values of the university.

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