The Kolvenbach Summer Research Grant Program 2012
Undergraduate Student Guidelines

Summary

The Kolvenbach Summer Research Grant program invites proposals from students, faculty, administrators, and staff to conduct summer research projects that are consistent with the faith and justice goals enunciated by Rev. Peter-Hans Kolvenbach in his 2000 speech "The Service of Faith and the Promotion of Justice in Jesuit Higher Education."[1] The program honors Loyola's existing research strengths, celebrates our connections to the City of Baltimore, and galvanizes Loyola's commitment to faith and justice work that serves the needs of the Baltimore community.

The Kolvenbach Summer Research Grant program is open to undergraduate students, graduate students, faculty, and administrators/staff. Each year up to five grants of $3,500 each will be awarded for research projects that address the needs of a community agency or organization located in the City of Baltimore.[2]

Background

Father-General Peter-Hans Kolvenbach, S.J.'s address titled "The Service of Faith and the Promotion of Justice in Jesuit Higher Education" was the culmination of the conference "Justice in Jesuit Higher Education." The Loyola delegation to that conference joined the other 27 Jesuit colleges and universities in signing a pledge to bring to Loyola's campus the commitment to justice that Father Kolvenbach fostered. These research grants were specifically developed in response to Father Kolvenbach's call to action to all Jesuit colleges and universities.

The Kolvenbach Summer Research Grants combine theory and practice, joining intellectual concepts and direct contact with communities. The grants seek to join the Loyola community with the Baltimore community through faith and service. We seek to support the inter-relationship of Loyola to Baltimore by making research possible in the following areas:

1. Father Kolvenbach calls us to "**the service of faith and the promotion of justice**" or, in shorthand, "the faith that does justice."

2. Father Kolvenbach calls our schools "to educate the whole person of solidarity for the real world" or, in shorthand, "**solidarity.**"

3. We are invited to "the preferential option for the poor," or, to "**serve and accompany people who are materially poor.**"

4. We are urged to **seek involvement with diverse peoples**, including the "diversity" of race, gender, and cultural and socio-economic realities.

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[1] Please see Father Kolvenbach's entire talk at: http://www.loyola.edu/Justice/commitment/kolvenbach.html

[2] The Center for Community Service and Justice is available as a resource to prospective applicants who may require assistance in identifying an issue or community partner. Contact Missy Gugerty, SSND at 410 617-2489 or cgugerty@loyola.edu.

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Undergraduate Students and the Kolvenbach Summer Research Grants

Undergraduate students must complete the online application.[3]

At the undergraduate level Kolvenbach grantees are selected based upon:

1. The quality of the response to Father Kolvenbach's call to action, where quality is demonstrated by:
    a. A well-researched proposal that acknowledges the relevant issues for a particular community or agency[4]
    b. Articulation of the research methods recognized by the student's discipline

2. The student's demonstrated commitment to working directly with communities, where demonstrated commitment is evidenced by:
    a. Previous experience working with those who are materially poor or who experience different racial, gender, cultural, or socio-economic realities than the student
    b. A reflection on these experiences that makes salient the student's sensitivity and competence to work with these populations

3. The likelihood that the student will develop the research skills necessary to complete a project that combines theory and practice, where development of research skills is predicted by:
    a. The student's GPA
    b. The student's previous completion of a research project or a research methods course
    c. The research mentor's statement of support

4. The likelihood the student will complete an excellent project over the summer, where likelihood of completion is demonstrated by:
    a. Identification of a supportive research mentor
    b. Identification of a relevant community agency
    c. A clearly articulated research plan

Applications for the summer grant program along with a letter of support from a faculty member who intends to mentor the student's Kolvenbach summer research project must be submitted online through Office of Research and Sponsored Programs (ORSP) website[5] no later than 5:00 p.m., on the first Friday of the spring semester.

Requirements of Grant Recipients

All applicants will be notified of the status of their application in early April. Undergraduate students are expected to work with members of the Kolvenbach Committee, a faculty mentor, and a key decision

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[3] Applicants in a non-immigrant visa status should contact International Students services at ext. 5245 with questions regarding eligibility.

[4] www.loyola.edu/kolvenbach

maker in a community agency or organization to further develop their specific research project. The plan for the research project should be completed and approved by the Kolvenbach Committee chair by the last working day in April.

Once the project is underway, students only are required to submit, via email, an interim report to the Chair of the Kolvenbach Committee with a copy to the ORSP[6]. The interim report is due no later than the second Friday in July.

All grant recipients are required to submit, via email, a comprehensive final report on their project. For the final report to be deemed complete they also must submit a one-page reflection on the experience and a one page letter from the community mentor evaluating the work completed and its pertinence to the community organization. Students also must submit a one page letter from the Loyola faculty mentor evaluating the research project. The final report is due via email to the chair of the Kolvenbach Committee, with a copy to the ORSP by the second Friday in September.

Additionally, grant recipients are expected to share their research with the university and Baltimore communities during the fall semester in a format recommended by the Kolvenbach Committee. A member of the community agency will be invited to the session and will be given the opportunity to engage in a discussion about the outcome of the project from the agency's perspective.

Grant recipients will receive a $3,500 taxable stipend. Students will receive the stipend in three payments. Payments will be authorized when the research proposal is approved by the Kolvenbach Committee chair ($1,000), after the interim report is approved ($1,000), and after the final report is approved ($1,500). Grantees should expect to receive payments roughly one month[7] after they have been authorized. Once the project has been successfully completed, the community agency and faculty mentor will each receive a $500 stipend for participating.

Requirements of Kolvenbach Mentors

The Kolvenbach mentor will be responsible for helping the student:
a. develop their research plan,
b. articulate how the research plan will be executed, and;
c. learn the research methods appropriate to the student's discipline.
Mentors and awardees should meet regularly during the course of the Kolvenbach project, where "regularly" is defined by the student and mentor and informed by agency needs.

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[6] orsp@loyola.edu

[7] Payments will be processed according to Loyola's payroll schedules which can view viewed at: https://inside.loyola.edu/financialservices/payroll/schedules/schedules.html