Awards for Students for RESEARCH IN ETHICS in any Discipline
Applications accepted through November 2, 2012

RESEARCH IN ETHICS is a new award program to fund undergraduate and graduate student research in Ethics in any discipline. Proposals are welcome from students in all academic disciplines.

Who is eligible? This program accepts applications from full-time students currently enrolled in upper-level courses (300- and 400-level for undergraduates; second year for graduates) at John Jay College.

How much is the award? $2,000.00

How many awards will be made? Up to nine awards of $2,000.00 each will be made.

When will the awards be made? Students who are chosen for an award will be notified in early December 2012. Awardees will be expected to attend a meeting in January 2013 and begin work as soon as possible. Research projects should be completed by the end of April 2013.

Is the information online? Yes, the application materials are online at: http://johnjayresearch.org/cje/education/research-in-ethics-2012/

Who can I contact to discuss an idea for a proposal? Stop in to the Institute for Criminal Justice Ethics in Room 08.70 on the 8th floor of the New Building Tower on Mondays, from 2 to 5 pm, Wednesdays, from 3 to 7 pm and Thursdays, 11 am to 4 pm or you can send email to Margaret Smith at msmith@jjay.cuny.edu.

The funding for this award program comes from Steve and Elly Hammerman, whose donation to the College reflects their strong interest in the study of ethics across the curriculum.
RESEARCH IN ETHICS  

Program Description
This program supports individual undergraduate and graduate John Jay College of Criminal Justice full-time students pursuing, under the supervision of a member of faculty, research in Ethics in any discipline of value to scholars, students, or general audiences. Awards are designed to be flexible, allowing applicants to define the audience, type of research, and administrative arrangements that best fit their projects.

Awards can be used for a wide range of projects that are based on Ethics in any discipline. Eligible projects include pursuing research using primary and secondary materials; producing theses, papers, digital materials, articles, editions, or other scholarly resources; and conducting basic research leading to the improvement of Ethics in any discipline.

Proposals are welcome from any discipline. Common to all applications—regardless of their outcome—must be research in Ethics in the field supporting the goals of the project. Applicants are encouraged to view the List of Sample Projects and Frequently Asked Questions.

Awards may NOT be used for
- development of curricular or pedagogical tools, methods, theories, or surveys;
- preparation or revision of bibliographies;
- preparation or revision of textbooks;
- projects that seek to promote a particular political, religious, or ideological point of view;
- projects that advocate a particular program of social action;
- works in the creative and performing arts, i.e., painting, writing fiction or poetry, dance performance, etc.;
- translations; or
- research leading to the improvement of courses or course materials.

Who will have access to the final project?
The Department of Philosophy and the Institute for Criminal Justice Ethics endeavor to make the products of their awards available to the broadest possible audience. Our goal is for students, scholars, educators, and the general public to have ready and easy access to grant products in Ethics in any discipline. Such products may include print or digital publications, digital resources, websites, and the like. For projects that lead to the development of websites, all other considerations being equal, we give preference to those that provide free access to the public. The posters for the 2011 projects are up on the website of the Institute for Criminal Justice Ethics.

The award products are to be presented as part of an Ethics across the Disciplines symposium during the College’s Research and Creativity Week, to take place in early May 2013.

Award Information
This program supports awardees who work on their projects in Ethics in any discipline. The amount of the award is $2,000.00. Recipients will be selected in early December and receive the initial check for $1500.00 before the end of 2012. Work on the projects is expected to begin in January 2013, and must be completed by the end of April 2013. A maximum of 9 awards will be made in the current academic year. The check for the balance of the $2000.00 award will be provided when the final essays have been completed and accepted.
Eligibility
This program accepts applications from full-time undergraduate students currently enrolled in any upper-level course (300- and 400-level) and from second year graduate students at John Jay College.

Paper and thesis revisions
For undergraduates, research projects can come from the capstone courses many seniors are required to take to graduate in our B.A. and B.Sc. degrees. For graduate students, they can be masters’ theses or final projects. Applicants may seek funding for projects based on completed papers and theses. Proposals for paper and thesis revisions should include a discussion of the specific ways the new project moves beyond the original paper or thesis.

Concurrent grants from other organizations
Recipients of these awards may simultaneously hold fellowships or grants from other departments, centers, or institutions in support of the same project during their award period.

Only one application per individual
Multiple applications are not allowed. Applicants may receive only one award in the award period. Applicants may compete concurrently in other award programs.

Late, incomplete, or ineligible applications will not be reviewed.

Application and Submission Information

SUBMISSION DEADLINE: Applications must be submitted via email or in person before 5 p.m. on November 2, 2012. Applications submitted after that date and time will not be accepted. Applications for the Research in Ethics awards should be submitted in person to the office of Institute for Criminal Justice Ethics, Room 08.70 on the 8th floor of the New Building tower. Applications may also be sent via email to cjethics@jjay.cuny.edu, but applicants who submit via email should call to confirm receipt at 212-237-8033.

How to prepare the application

Your application should consist of the following parts.

1. Narrative—Not to Exceed Two Single-Spaced Pages

The narrative should provide an intellectual justification for your project, covering the four areas listed below: research and contribution; methods and work plan; competencies, skills, and access; and final product and dissemination. A simple statement of need or intent is insufficient. The narrative should not assume specialized knowledge and should be free of technical terms and jargon. Tip: The application should address the evaluation criteria.

- Research and contribution: Describe the research on which the project is based. Describe the intellectual significance of the proposed project, including its value to scholars, students, or general audiences in Ethics in the field. Provide an overview of the project, explaining the basic ideas, problems, or questions examined by the study. Explain how the project will complement, challenge, or expand relevant studies in Ethics in the field. If appropriate, describe the contribution that the project will make to our students or institution.
• **Methods and work plan:** Discuss your method(s) and provide a work plan describing what will be accomplished during the award period. Include relevant information about your work plan and timetable. For projects designed to produce published scholarship, explain how the final project will be organized. For digital projects, describe the technologies that will be used and developed, and how the scholarship will be presented to benefit audiences in Ethics in the field.

• **Competencies, skills, and access:** Explain your competence in the area of your project. If the area is new to you, explain your reasons for working in it and your qualifications to do so. Specify your level of competence in any language or digital technology needed for the study. Describe where the study will be conducted and what research materials will be used. If relevant, specify the arrangements for access to archives, collections, or institutions that contain the necessary resources. If you are proposing work on human subjects, explain your plans for obtaining IRB (institutional review board) approval.

• **Final product and dissemination:** Describe the intended results of the project and your intended audience. If relevant, explain how the results will be disseminated and why these means are appropriate to the subject matter and audience. If the project has a website, provide the URL. If the final product will appear in a language other than English, explain how access and dissemination will be affected. The Department of Philosophy and the Institute for Criminal Justice Ethics expect grantees to provide broad access to all grant products, insofar as the conditions of the materials and intellectual property rights allow. In the case of digital products we strongly encourage projects that will offer free public access to online resources. For projects that lead to the development of websites, all other considerations being equal, evaluators will give preference to those that provide free access to the public. The award products are to be presented as part of an Ethics across the Disciplines symposium during the College’s Research and Creativity Week, to take place in early May 2013.

2. **Indicative Bibliography—Not to Exceed One Single-Spaced Page**

The indicative bibliography should consist of primary and secondary sources that relate directly to the project. Include works that pertain to both the project’s substance and its theoretical or methodological approaches. Evaluators will use the bibliography to assess your knowledge of the subject area.

3. **College Transcript**

Provide a copy of your college transcript. Official copy encouraged; unofficial copy accepted.

4. **Resume**

Your resume should provide the following:
   1. **Current and Past Education.** List institutions, major(s)/minor(s), GPA, degrees, dates awarded, and title of thesis, if applicable.
   2. **Academic Awards and Honors:** Include dates.
   3. **Publications:** Include full citations for publications and presentations, if applicable.
   4. **Other Relevant Academic Activities and Accomplishments.**
5. **Letter of Reference**

In addition to preparing the narrative, indicative bibliography, college transcript(s), and résumé, applicants are also asked to provide a confidential letter of reference. The letter should be written by a faculty member who should comment on the substance of your application, including your ability to complete the project as described in the application and, when appropriate, the importance of the research to the college and Ethics in the field. The confidential reference letter is to be placed in a sealed envelope, endorsed across the back seal, and returned to the applicant for inclusion in his or her application. Applicants are not to open the envelope. If a referee is reluctant to follow this procedure, he or she can forward, by the deadline, the letter directly to the Department of Philosophy or the Institute for Criminal Justice Ethics.

6. **Cover page (including abstract)**

All applications must include a cover page (not to exceed one single-spaced page) with the following information:

1. **Applicant information:** Name and Contact Information. Provide your name, telephone number, e-mail address, and mailing address.
2. **Academic Status:** Indicate if you are a full-time undergraduate or graduate student.
3. **Referee Information:** Provide the name, academic department, and an e-mail address for your recommender.
4. **Project Information:** Project Title, general field of study and an abstract of 100 – 150 words.

*Before submitting an application, applicants should review the college’s policy on academic dishonesty.*

V. **Application Review**

Evaluators are asked to apply the following five criteria when judging the quality of applications.

1. The intellectual significance of the proposed project, including its value to scholars, students, or general audiences in Ethics in the field.
2. The quality or promise of quality of the applicant as a student researcher in Ethics in the field.
3. The quality of the conception, definition, organization, and description of the project and the clarity of expression in the application.
4. The feasibility of the proposed plan of work, including, when appropriate, the soundness of the dissemination and access plans for the proposed audience or audiences.
5. *The likelihood that the applicant will timely complete the project.*

VI. **Acknowledgements**

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