

Applying Graduate Research and Development Project (GRDP)

All applicants must use the VT Scholar system (<https://scholar.vt.edu/portal>) to submit their application material.

VT Scholar system provides the following capabilities:

1. Applicants can revise their application submission prior to the deadline.
2. Applicants can check the progress stage of the application.
3. Applicants can check their award value after awarded.

Please follow these steps to enroll into the VT Scholar system and submit your application:

Enrolling into the **GSA-GRDP-Fall 2008** at **VT Scholar** Webpage:

1. Go to <https://scholar.vt.edu/portal>
2. Log into VT Scholar using your "USER ID" and password (VT banner id)
3. Under the "**My Workspace**" tab click "**Membership**"
4. Click "**Joinable Sites**"
5. Click "**Join**" for the "**GSA-GRDP-Fall 2008**"
- This will create a new tab called "**GSA-GRDP-Fall 2008**". Click this new tab to get started.
6. After you join the **GSA-GRDP-Fall 2008**, you may then upload your applications to the digital drop box.
7. Please name your application forms as "PID_Department.pdf" or "PID_Department.doc". (PDF file is preferable). For example, if you are a graduate student in Computer science department, and your PID is mary@vt.edu, then your application form should have a name "mary_CS.pdf", or "mary_CS.doc". The supporting document file name should be "mary_CS_2.pdf" or "mary_CS_2.doc".

Application material

Your completed GRDP application must contain the application form (if necessary, another supporting file) uploaded in the Scholar system by the deadline for each funding cycle.

The Application form contains the following 4 parts:

I. PERSONAL INFORMATION AND ADVISORS APPROVAL

II. ABSTRACT OF PROJECT, PREVIOUS ACADEMIC ACTIVITIES AND PUBLICATIONS.

This abstract should be no longer than **250 words** in length excluding the title of your project. Please list all academic related activities including conference, workshop, any academic awards and publications.

III. PROJECT DESCRIPTION Describe your project concisely as possible. Please keep your project description to a MAXIMUM of 2 pages. If necessary, additional supporting material that contains tables, graphs, charts, and/or at most 1 page of references (single space - font no smaller than 12 pt.) can be submitted as another file.

Address the following items, keeping in mind the evaluation criteria listed on the general information sheet.

1. Significance of the project
2. Specific research problem
3. Research methodology and/or procedures for gathering data
4. A time schedule for the completion of the project

Keep in mind your application will be reviewed by a graduate student committee and a faculty member within your department. You must present an application that can be comprehensible to anyone in any discipline

IV. BUDGET JUSTIFICATION Justify all of your requested budget items. Projects will be funded at a MAXIMUM amount of \$600 for doctoral (terminal degree) and \$400 for masters level. You will not be penalized if your budget exceeds maximum GRDP grant levels. Regardless, remember that a GRDP grant is intended to be a source of research funds, not the sole source of research funds.

You also need a recommendation letter from your advisor. See the main page of GSA-GRDP-Fall 2008 site on VT Scholar for instructions and guidelines.