

CLLAS Graduate Student Research Grant

Online Application Questions (Preparation Document)

1. This document contains all questions included in the CLLAS Graduate Student Research Grant online application. It is provided to help applicants prepare their responses in advance.
2. **Please do not submit this document.** When you are ready, complete the application through the online form: https://oregon.qualtrics.com/jfe/form/SV_4SElqmZtdmj4IaG

Applicant Information

3. First and Last Name
4. What are your pronouns?
5. Email Address
6. Program / Concentration
7. Project Title
8. How much funding are you requesting?
(Maximum request: \$3,000. There is no minimum.)
9. Please provide a list of the cities and countries your research encompasses.
Example: Eugene, Oregon; Tulum, Mexico; Pará, Brazil

Project Description and Timeline

10. **Project Description (850 words maximum)** - In 850 words or less, explain the significance of your proposed research project or the specific activities this grant will support.

Your description should include:

- The research gap, need, or opportunity the funding addresses
- The key activities that will take place during the grant period
- An estimated timeline for completing the proposed work

If the proposed work represents one phase of a larger research project, briefly explain how the activities supported by this grant fit into that broader project. If the proposed work represents a complete project, describe it as such.

Competitive proposals clearly connect the proposed work to **Latinx and/or Latin American communities, histories, cultures, or social issues**, and explain how the work contributes new knowledge, perspectives, or creative approaches within these fields.

Reviewers prioritize proposals that demonstrate a **realistic and achievable scope within the proposed timeline and budget**.

Please avoid excessive use of technical terms or discipline-specific jargon. If you have an existing research plan for your thesis or dissertation, you may draw from that document to explain how your proposed activities align with your broader research.

Statement of Qualifications

11. **Statement of Qualifications (300 words maximum)** - In 300 words or less, briefly explain the relevant skills, experience, or training that prepare you to successfully complete the proposed research project.

You may include relevant academic background, research experience, language skills, community engagement, or methodological expertise that supports your ability to carry out the proposed work.

CV or Resume

12. Upload a **CV or resume (2 pages maximum)** highlighting your academic background and relevant experience.

Your CV or resume may include:

- Education and academic training
- Research experience
- Publications or presentations
- Fellowships or awards
- Relevant professional or community work

Project Budget

A clear and realistic budget helps reviewers understand how the requested funds will support your proposed research activities. The application will ask you to provide the following information.

13. **Brief Budget Overview** – In 2–4 sentences, briefly describe the research phase this budget supports, the key activities involved, and how the requested funds make this work possible.

Example Overview: *This grant will support the oral history data collection phase of my research examining how first-generation Latinx migrants in southern Mexico maintain transnational*

family and labor ties. Funds will support travel to the research site, local transportation, and participant stipends necessary to conduct in-person interviews.

14. **Itemized Budget Expenses** - List each line from your CLLAS project budget and explain how it supports your research activities.

For each item, you'll provide:

- Expense category (travel, lodging, research supplies, stipends, etc.)
- Description of the expense
- Estimated unit cost
- Total amount requested
- A short explanation of why the expense is necessary

Example:

Item: Lodging

Description: Hotel during archival research in Mexico City

Estimated Cost: \$100 per night x 5 nights

Total: \$500

15. **Additional Funding Sources (if applicable)**

If other funding sources support this phase of the project, list them below.

Example:

Funding Source: Jordan Schnitzer Museum of Art Grant

Purpose: Museum and archival research costs

Amount: \$500

Remaining Funding Gaps (if applicable)

16. If the CLLAS grant will not fully fund the proposed research phase, briefly explain what costs remain and how you plan to address them.

Letter of Recommendation

17. A **letter of recommendation from the applicant's primary advisor** is required.

The letter should explain:

- How the grant will enhance the student's ability to complete their degree
- The quality and feasibility of the proposed project

The letter of recommendation carries significant weight in the review process. Applicants must provide the **name and email address of their primary advisor** in the online application.

After submitting the application, the advisor will automatically receive an email from CLLAS with instructions for submitting the letter of recommendation.

Advisor letters are due by March 10, 2026.

Applicants are strongly encouraged to contact their advisor **1–2 weeks before submitting the application** so they have adequate time to prepare their letter.

Terms of Agreement

18. If awarded a grant from CLLAS, the grantee agrees to:

- Expend the funds as outlined in the project budget
- Provide a brief research presentation during the **2026–2027 academic year**
- Submit a brief written summary and supporting visuals documenting research outcomes
- Report any additional grant funds received for this research project
- Share news of awards or publications resulting from CLLAS-funded research

If you have questions about the application or allowable expenses, please contact:
cllas@uoregon.edu