



Mazamas 2012 Standard Research Grant Application Procedure

Applications for 2012 Standard Research Grants must be received by January 28, 2012.

Email one complete copy of your application materials to mazama.research@mazamas.org. This year, we are accepting applications via email only. We will acknowledge receipt by email.

A. Application Procedure

Acceptable file formats for electronic copies are: MS Word or Adobe PDF for text files and JPEG or Adobe PDF for graphics files. Use appropriate file extensions (.doc / .pdf / .jpg). Please follow the instructions given below.

Applications should include:

1. A cover page with the project title, applicant's name, affiliation, mailing address, and other contact information (phone, fax, e-mail). Also indicate that you are applying for a Standard Research Grant.
2. A 250-word abstract of the proposed project.
3. A description of the proposed project including its objectives, justification, and likely practical impact, background, methodology, expected results, and planned means of disseminating the results. Maximum length of the description is not to exceed 10 (ten) pages. Shorter descriptions are encouraged. Use #12 font, double spaced.
4. An itemized budget for the funds requested with appropriate justification for each item. Personal gear and institutional overhead are not allowable items. Identify matching funds or other sources of support that are available to the project (1 page).
5. Resume of the principal investigator(s)' qualifications including education, relevant work background, research experience, publications, public lectures, etc. (2 pages).
6. Letters of recommendation: these may be attached to the proposal or mailed separately. If mailed separately, please indicate who is sending them (maximum of two letters).
7. To keep our email box from exploding, submitted files must not exceed 7 megabytes in size.

If possible, combine all parts of your proposal into one file and send this file as one email attachment. Name this file "Lastname_Proposal.doc" or "Lastname_Proposal.pdf"

If you cannot combine all parts of your proposal into one file, send them as separate files, all attached to one and the same email and use the following nomenclature:

- "Lastname_Proposal.ext" for the actual grant proposal
- "Lastname_CV.ext" for the curriculum vitae
- "Lastname_Letter.ext" for a letter of recommendation
- "Lastname_Attachment.ext" for any other attachments you may wish to send

Acceptable file formats are: MS Word or Adobe PDF for Text files and JPEG or Adobe PDF for graphics files. Use appropriate file extensions (.doc / .pdf / .jpg). Example: If your last name is Smith and you are sending a proposal in MS Word format and a letter of recommendation as PDF, the appropriate file names would be: Smith_Proposal.doc and Smith_Letter.pdf.

Send ONE email and attach all your files to the same e-mail. In the e-mail, indicate that you are submitting a grant proposal and name the exact filenames of all the attachments you are sending with this e-mail. We suggest you send a copy of this e-mail to yourself to have proof of submission.

B. Evaluation of Proposals

The Mazamas Research Committee evaluates Standard Research Grant proposals using the following criteria:

1. Relationship to Mazamas' goals of conserving and increasing the understanding of mountain environments (particularly relating to the Pacific Northwest), and enhancing the enjoyment and safety of mountain recreation. Your proposal will garner particular attention if it addresses issues that are local to the Pacific Northwest (primarily OR and WA), or have clear connectedness to climbing and transfer value to Pacific Northwest

- climbing, or are timely global ones related to Mazamas' goals. Other proposals generally are discouraged, although you should feel free to contact the Mazamas if you have a different concept that you think might be appropriate for submission.
2. Scientific merit as judged by the originality; reasonableness; significance in relation to previous work on this subject; scientifically sound methods; adequate assessment techniques; sound statistical methods; and potential significance of the project's goals and methods.
 3. Likelihood of success at meeting the scientific objectives and communicating project results to appropriate audiences.
 4. Potential for compounded benefits, such as student career advancement and other forms of resource development, support for and impact on community and governmental organizations, and proposals for new initiatives that may attract additional funding.
 5. Reasonableness of the budget request.
 6. Quality of proposal presentation, including readability, organization, and satisfaction of the requirements listed under "Conditions of Awards" and "Application Procedure."

C. Award Procedure

Proposals are thoroughly reviewed by the Mazamas Research Committee. Since the number of applications may exceed available funds, the Committee reserves the right to modify budgets or partially fund any project. Recommended proposals are forwarded to the Mazamas Executive Council, which is responsible for final approval of all grants. Applicants will be notified in April, 2012. The maximum award for any proposal in this category will be \$3,500.00. Funds will be distributed around the last week of May, 2012, pending completion of relevant documents.

D. Conditions of Awards

Mazamas Standard Research Grants are awarded under the following conditions:

1. Funds must be spent only on allowable costs.
2. The grantee will submit brief annual progress reports during the performance period. Progress reports are due on November 1st of each year and should include a 200 word overview of the project and its results and benefits, worded for a lay audience.
3. Upon completion, and no later than three years following awarding of the grant, the grantee will submit a final report, consisting of a 1,500-word to 3,000-word summary of the research, for publication in the Mazamas Annual journal; the report should summarize the project, its results and benefits, and be worded for a lay audience. We can provide examples of the journal for style.
4. Upon completion, grantees will provide to the Mazamas Research Committee copies of any publications resulting from the funded research, such as theses, journal publications, magazine articles, or other documents.
5. Mazama support will be acknowledged in all publications resulting from the grant, but club endorsement of results and conclusions will not be implied.
6. Equipment exceeding \$100.00 becomes the property of the sponsoring institution, usually a university.

More questions? You can contact us at:

mazama.research@mazamas.org

Mazamas Research Committee
527 SE 43rd Ave.
Portland, OR 97215
(503) 227-2345