**URCA Grant Proposal Fall 2016**

**INSTRUCTIONS FOR MENTOR’S LETTER OF SUPPORT**

**The Applicant is to complete the top section of this form. Form to be given to faculty mentor along with a copy of your abstract, project plan and budget. Please do this early enough to allow time for the mentor to review all documents prior to the submission of the letter. Letter must be received by deadline listed below.**

Applicant Name

Name: Perm:

Telephone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-mail Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Letter must be submitted online in the URCA Grant System by November 4, 2016.**

TO THE MENTOR:

We appreciate your willingness to serve as this student’s mentor on his/her project. The applicant’s ability to meet the criteria we have outlined in “General Requirements” on the first page of the proposal packet should be considered along with whatever requirements you have for supervising students’ independent projects. Your letter should be addressed to the Undergraduate Research Review Committee and should include:

1. Your assessment of the student’s ability to undertake the proposed project and the student’s involvement in a senior thesis or departmental honors program leading to Distinction in the Major.
2. Comments on the educational merit of the project.
3. A brief description of your anticipated supervisory role.
4. A thorough review of the project and budget. (The students are required to prepare the proposals themselves and should express in their own words any information that may have been provided by you or taken from other sources.)

Group projects will not be considered.

*Please Note: Funds for the awards resulting from this competition will be transferred to the faculty mentor’s department. While* ***only*** *the student may authorize the expenditure of funds, it is the faculty member’s responsibility to see that the use of those funds is in accordance with program and University policies.*

**Please submit your letter online in the URCA Grant system as a PDF by November 4, 2016.**

**You will receive an e-mail with instructions for how to upload your letter once the student has submitted his/her application.**

Please contact the URCA Coordinator, urca@ltsc.ucsb.edu or (805) 893-3090, if you have any questions.