COVER PAGE FOR SENIOR THESIS/INDEPENDENT WORK FUNDING APPLICATION

Seniors and juniors in the School of Engineering and Applied Science (SEAS), and Classes of 2024 and 2025 Computer Science AB students, may apply for support for senior thesis and independent work research from funds administered by the SEAS Dean's Office.

➢ *Note:* The University has various free cloud resources that are available to students and faculty. Please visit https://researchcomputing.princeton.edu/systems/cloud-computing for further details about GCP, Amazon, Azure, and Oracle. Please access these free resources **before** applying for SEAS funding.

➢ Microsoft Azure is the only platform offered with SEAS funding.
   ❖ If you only need MS Azure cloud computing credits simply email Professor Adam Finkelstein at af@princeton.edu and copy Ms. Mikki Hornstein, mhornstein@princeton.edu. You do not have to submit a thesis funding application to SEAS.
   ❖ If you need MS Azure cloud computing credits in addition to other materials for your project, please email Professor Finkelstein at af@princeton.edu (cc: mhornstein@princeton.edu) **AND** continue reading on how to request SEAS funding.

These funds are normally restricted to consumable supplies, software, small equipment and parts, and travel for field experiments. They specifically do not cover books and journals, food and refreshments, copying, thesis preparation and poster printing costs, capital equipment, or supporting student organization activities. Funding per project will normally not exceed $500; requests above that amount will be considered only if accompanied by a special request letter from your adviser. All awards are contingent on the availability of funds. There are two funding rounds annually. Applications for fall term projects and senior theses are due on **Thursday, September 28, 2023 at 5:00 p.m.**; applications for spring term projects are due on **Thursday, February 15, 2024 at 5:00 p.m.** These are strict deadlines so plan accordingly. By the deadline, please send the items listed below in **ONE** PDF, with your name in the document title, to BSEprogram@princeton.edu with your name and the word "funding" in the subject line (e.g. First and Last Name – funding S24).

Your submitted application should include the following materials listed below. It is your responsibility to make sure your application is complete upon submission to SEAS.

1-The application page, included in this packet. Professors are busy, too, so plan ahead to get your adviser's signature. The fill-in fields and signatures can be typed to keep the application form digital. Do not wait until the last minute. Be sure to fully type in all fields.

2-A proposal of no more than two pages that describes your project.

3-A detailed budget of the **TOTAL** cost of your project (i.e. fall expenses + spring expenses = academic year expenses. Enter this total project figure into the application.). Your detailed budget to us needs to INCLUDE any funding you requested and/or received from all other sources. For year-long projects it is best to provide us with the whole picture of what your needs will be for the entire year because in the spring round, one-term projects and anyone not applying in the fall will be considered first before we top off others. Do not separate your needed materials into which resource is covering which expense.

4-A special request letter from your adviser, if project exceeds $500.

5-IACUC and IRB permission, if applicable. Note: conducting a survey *may* need IRB approval*. Please include any notifications you received from the Committee about your proposed project. Plan accordingly for Committee meetings and deadlines. If you have questions, email ria@princeton.edu. IACUC guidelines, https://ria.princeton.edu/animal-care-and-use

IRB guidelines, https://ria.princeton.edu/human-research

*The preliminary issue is whether the activity represents research. The regulations define research as *a systematic investigation, including research development, testing, and evaluation, designed to develop or contribute to generalizable knowledge.*

a- If the activity is designed to develop or contribute to widely applicable knowledge, the activity is human subjects research. IRB approval is required.

b- If the activity is designed to develop or contribute to knowledge that is limited to a website you have created, it is not human subjects research. Your adviser needs to make note of this in the comments section when they sign your application.

6-The enclosed waiver of liability form must be signed. The fill-in fields and signatures can be typed to keep the application form digital. Note, if you are proposing a joint project all parties must sign form.

PRINCETON
School of Engineering and Applied Science
APPLICATION FOR SENIOR THESIS/INDEPENDENT WORK FUNDING

Please type in all of the required fields below. Due to the volume of SEAS funding proposals, all incomplete applications risk being returned and delay the allocation of funds. Late applications will be declined.

Name:	Class year: □ 2024 □ 2025	Department: □ CBE □ COS-AB □ ECE □ CEE □ COS-BSE □ MAE □ ORF
Certificate Programs *(check if applicable)*: □ Engineering & Management Systems (EMS) □ Applications of Computing (PAC)		E-mail: _____@princeton.edu
Title of project:		
□ **MS Azure is the only platform offered with SEAS funding**. Please check if you've emailed Prof. Finkelstein (cc: Ms. Mikki Hornstein) for your MS Azure cloud computing needs <u>AND</u> are requesting additional supplies for your project from SEAS.		**TOTAL** amount needed in the 2023-24 academic year (fall + spring = AY) to complete your project is $_____
Other potential sources of funding *(check all that apply)*: □ None □ Requested $_____ from _____ □ Receiving $_____ from _____		This project is able to reuse items previously purchased for another project *(check, if yes list item(s))*: □ Yes _____ □ None
Name of adviser:		Project duration *(check one & list class)*: □ one-term IW □ two-term thesis Course (e.g. COS 497) _____

My proposed project is compliant with all University policies and regulations *(select appropriate box <u>AND</u> attached documentation)*:

□ No animals are being used for this project.
□ Animals will be used for this project. Compliant with all of the University's IACUC guidelines, https://ria.princeton.edu/animal-care-and-use.   □ Approved and authorization attached   □ Pending approval

□ No human subjects are being used for this project.
□ Human subjects will be needed for this project (e.g. surveys, incentives, etc.). Compliant with all of the University's IRB guidelines, https://ria.princeton.edu/human-research. □ Approved and authorization attached   □ Pending approval

□ No traveling is required for this project.
□ Yes, I plan to travel for this project. Compliant with all of the Univ.'s Undergraduate Travel Policies, https://travel.princeton.edu/undergraduate-students/undergraduate-travel-policies. □ Location? _____

Your signature:	Date:

Endorsement by your adviser below indicates that your proposal has been reviewed and agrees that your project is feasible, that you have the preparation to carry it out, and that the items for which funding is requested are essential to its successful completion.

Signature of adviser:	Date:
Adviser's comments:	

WAIVER OF LIABILITY

Princeton University has awarded me research funding based upon the academic merit of my proposed research. However, I understand that by providing me with funding Princeton University has not and will not be responsible for evaluating or taking steps to minimize any risks to me or my personal property which might be associated with my research, including those associated with travel to or residence in locations other than Princeton, New Jersey.

Therefore, in accepting the research funding, I specifically acknowledge that:

(1) It is my obligation (not the University's) to reasonably investigate and prepare for my research by, among other things, asking the appropriate people the questions necessary for me to understand the nature of my research, the safest and most appropriate means of undertaking it (including travel, if any), and the risks (if any) involved in my research;

(2) By providing the funding to me, Princeton University is not assuming any obligation to me whatsoever; and

(3) In the event I suffer personal injury or property damage in connection with my research, I will not seek to hold Princeton University liable for such injury or damage due to its provision of funding to me.

(4) If I am using these thesis funds for travel, I agree that I will abide by the University policies on student travel presented at http://travel.princeton.edu/undergraduate-students/undergraduate-travel-policies and will register my travel in the Travel Registration Database. **My electronic or original signature below confirms that I have read this policy.**

Signature: _____ Date: _____

Print Name: _____