

**SLHRD RESEARCH INCENTIVE PROGRAM – DISSERTATION SUPPORT AWARD**

The intent of the Dissertation Support Award is to help doctoral students gain access to data samples, equipment, and analytic resources that will assist them in carrying out high quality dissertation research projects. Please consider the list of acceptable and unacceptable uses of the Dissertation Support Award.

**Eligibility & Requirements**

- Actively enrolled LHRD Doctoral graduate students who have successfully proposed their dissertation projects are eligible to apply for the dissertation support award.
- Students who have defended their dissertations but who have not yet graduated are eligible to apply for the award. (All purchases must be pre-authorized.)
- Students may submit more than one award application but can only receive one Dissertation Support Award.
- The student’s Dissertation chair must support the request for funding for it to be considered for approval.
- Purchases must be made through LHRD (Shane Portier). Any unused portion of award will not be refunded to the student. LHRD is not responsible for expenses incurred that exceed the funded amount of the award.
- Students who benefit from the award will be required to send a thank-you note to the donor-contributor who subsidized funding for the award (more information provided upon receipt of the award).

**Award Utilization**

Please consider the list of acceptable and unacceptable uses of the Dissertation Support Award.

**Acceptable Uses (not exhaustive):**

- Participant incentives
- Marketplace sample access (e.g., Prolific, MTurk)
- Purchase of secondary data sources (e.g., American Hospitals Association data)
- Analytic software licenses/subscriptions
- Travel support to access specialized libraries for archival data
- Travel support to access specialized populations
- Transcription services
- Training costs associated with building specialized skills that cannot be met at LSU

**Uses that will NOT be supported:**

- Proof-reading services
- Consulting or statistician fees
- Laptop or computer
- Personal software licenses already available through LSU Tigerware
- Travel support to present research at meetings and conferences
- Salary or time buy-outs for conducting dissertation research

**Award Levels**

- **Small Nudge (4)** - <\$100
- **Hand-up (2)** – up to \$500
- **Big Lift (1)** - \$1,000

## Award Criteria

- **Resource criticality.** The dissertation project cannot be achieved without funding. (e.g., Purchase of a required software that a student does not have access to is considered a critical resource need. Purchase of a home license to a software accessible on campus is NOT a critical resource need.)
- **Research rigor.** The rigor of the project would be exponentially advanced by funding. (e.g., Access to a specific sample may be achieved remotely, but the ethnographic features and qualities of the context cannot be captured without physical access.)
- **LHRD benefit.** Ideally, the financial investment should benefit the research program of both student AND faculty. (e.g., The purchased software will also benefit LHRD faculty who plan to use it as well. Or, the data collected will support faculty publication in addition to the student dissertation—i.e., more than one scholarly product.)

## Application Process and Dissertation Advisor Consent

Award applications will be accepted on a rolling basis starting in the Fall semester until funds for the year are depleted. Students may resubmit applications the following year so long as they are still actively enrolled as an LHRD doctoral student (Post-grads cannot apply for this award).

Applications will be reviewed by the LHRD Awards and Scholarships committee. All applications should be emailed to [Dr. Tracey Rizzuto](#), Department Chair. The following materials are required for submission:

- Cover letter detailing the requested award level (Small Nudge, Hand-up, Big Lift), how the award money will be used (i.e., what equipment, resource, or service will be purchased), the timeline for dissertation project complete, and an explanation for how the award will benefit the rigor and completion of the dissertation project.
- Itemized receipts of any purchases already made towards the dissertation that a student wishes to have reimbursed through the Dissertation Support Award.
- Complete, approved dissertation proposal document
- Letter of support from the student's dissertation chair that confirms:
  - what the award money will be used for in support of the dissertation project,
  - that the dissertation proposal has been successfully vetted and approved by the student's dissertation committee, and
  - acceptance of the responsibility to oversee appropriate use of award funds and ensure the student provides a thank-you note to the donor-contributor.

## Purchasing & Expenses

Recipients of the award **MUST** contact the School's Business Manager, Jeffery Portier ([jportier@lsu.edu](mailto:jportier@lsu.edu)), prior to spending. The award recipient should produce a detailed list of expected expenses, as some expenses require prior University approval. Failure to do so could result in a rejection to some or all expenditures.