

## PhD Student Research Grant Application

Updated July 6, 2021

**The Economic Growth Center at Yale University aims to support PhD students enrolled in the Economics program at Yale University in undertaking research activities related to themes of international development and trade in pursuit of their dissertation requirements.** Applicants may receive a maximum of three grants from EGC during their time as a graduate student at Yale, with rare exceptions considered. Covid-response dissertation fieldwork assistance funding in AY20-21 and secondary data acquisition grants do not count towards this maximum. PhD students at Yale in fields other than Economics may also apply for the secondary data acquisition grants.

All else equal, priority will be given to graduate students who have not previously received grant funding. Prior awardees are listed here: <https://egc.yale.edu/past-research-award-recipients>

The instructions in this document apply to the following, with budget limits and additional requirements as indicated.

1. **Evenson Fund Travel Research Awards:** Specifically, for data collection and travel to less-developed countries for Yale Economics PhD students.
  - Budget limit: \$5,000
  - Timeline: Rolling deadline.
  
2. **The Ryoichi Sasakawa Young Leaders Fellowship Fund (Sylff) Research Awards:** Open to PhD students enrolled in the Economics Department at Yale in support of travel, field research, purchase of secondary data and hiring of undergraduate student research assistants.
  - Budget limit: \$20,000
  - Timeline: Applications for these awards will be accepted until April 1 and October 1 of each year, and winners announced as soon thereafter as possible. A committee of faculty of the Economic Growth Center will meet twice a year to make these allocations as funds permit. When there is a time sensitive project need, this should be indicated in the cover email and applications may be considered off cycle.
  - Additional requirements: When opportunities are available, applicants should also apply for an external grant for any research costs in excess of \$10,000 (to SSRC, NSF, NIH, MacMillan Center, etc.), and include a copy of this grant application with the EGC grant proposal submission.
  
3. **EGC PhD Dissertation Research Grant:** Open to PhD students enrolled in the Economics Department at Yale in support of travel, field research, purchase of secondary data and hiring of undergraduate student research assistants. Will be considered after or in addition to a SYLFF Research Award.
  - a. Budget limit: \$25,000
  - b. Timeline: Applications for these awards will be accepted until April 1 and October 1 of each year, and winners announced as soon thereafter as possible. A committee of faculty of the Economic Growth Center will meet twice a year to make these

allocations. When there is a time sensitive project need, this should be indicated in the cover email and applications may be considered off cycle.

- c. **Additional requirements:** When opportunities are available, applicants should also apply for an external grant for any research costs in excess of \$10,000 (to SSRC, NSF, NIH, MacMillan Center, etc.), and include a copy of this grant application with the EGC grant proposal submission.
4. **EGC Secondary Data Acquisition Grant:** Open to all PhD students at Yale pursuing research on topics in international development and trade. Note: That students must confirm that they have already inquired with their home department and with the Yale Library to fund the acquisition of the data.
    - a. **Budget limit:** \$5,000
    - b. **Timeline:** Rolling deadline
    - c. **Additional requirements:** Applicants should provide information in the application on who will have access to the data once acquired (for example, just the student or those in the broader EGC research community); Applicants should also include a letter of support from an [EGC faculty affiliate](#).

Note that applicants may apply to a combination of grants together for a single project when the budget limit exceeds the limit for any single grant opportunity.

## Instructions for grant applications

Please submit the following to [egc@yale.edu](mailto:egc@yale.edu) as a single PDF with accompanying budget excel file with the following in the title “Grant Application for EGC PHD Grants Program – [First Name] [Last Name]”.

1. **Cover Sheet:** The cover sheet is available at <https://egc.yale.edu/graduate-student-support> under “EGC Research Awards”.

2. **Narrative:**

**For applications requesting up to \$10,000:** The narrative should not exceed two pages in length, including appendices, using 12-point font. It should include a concise statement on the proposed research topic. Some projects may be very preliminary, exploratory research in which case the research design is not expected to be fully developed, but in this case highlight the potential research opportunities. Also include any proposed partners (such as in-country research organizations or policy counterparts) and how this project aims to fulfill PhD dissertation requirements.

**For applications requesting \$10,000 or more:** The narrative should not exceed five pages in length, including appendices, and use 12-point font. It should clearly describe the proposed research project and include:

- A summary of the policy problem that motivates this research.
- A description of the intervention/treatment (where relevant), research design, target population, and implementing partners.
- Power calculations, where relevant.

- Also include any proposed partners (such as in-country research organizations or policy counterparts).
- How this project aims to fulfill PhD dissertation requirements.
- A description of your effort to apply for other grant sources.

**3. Budget:** A project budget using the Excel template provided online at the same location as the coversheet mentioned above.

Budget notes:

- a. Proposed budgets are all intended to be used within one year of grant award, with rare exceptions granted. A one-time extension of up to 6 months may be allowed with a justification supported by your faculty advisor and approved by EGC leadership. Travel grants are expected to be no more than \$5,000.
- b. *Travel costs* are provided as reimbursements in accordance with Yale travel policies<sup>1</sup>. These expenses will be reimbursed upon submission of an expense report following the trip. Instead of requesting reimbursement for meal expenses and incidentals, a per diem stipend of up to \$25/day can be claimed to cover food and miscellaneous expenses. It is expected that the per diem would approximate actual expenses of traveling, for which a narrative justification may be requested.
- c. *Survey and other in-country expenses:* Grant funding can be used to cover expenses for in-country costs such as hiring enumerators, procuring translation or transcription services, developing instruments, and others. These expenses can either be 1) paid by the grantee and then reimbursed upon submission of an expense report or 2) contracted through a local research organization or survey firm, which would submit invoices to be paid directly by Yale. Please indicate in your budget notes the name of any local organization or survey firm that you would plan to be paid directly for the proposed work.
- d. *Medical insurance and vaccines:* All grantees are required to provide proof of emergency medical insurance coverage before travel, which may also be included in the budget for reimbursement if additional costs are incurred.<sup>2</sup> Grantees may also include costs for vaccines required to travel to the proposed research location if these are not covered by your health insurance.<sup>3</sup>
- e. *Expenses not allowed:* EGC is not able to cover PhD student effort or teaching buy-out, Co-PI effort, travel or trip protection insurance, or lost luggage insurance.
- f. *Other expenses:* If there are other costs not mentioned in the categories above, then include it in the “other expenses” line with a budget note explanation and EGC will determine in the review process if the cost is allowable.

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<sup>1</sup> <https://your.yale.edu/policies-procedures/policies/3301-travel-university-business#3301.3>

<sup>2</sup> Note that insurance is provided by Yale. For more information on insurance visit <https://world-toolkit.yale.edu/resources-topic/travel/insurance-summary>.

<sup>3</sup> For additional travel guidelines, visit: <https://your.yale.edu/work-yale/campus-services/travel/international-travel>

- g. For awarded grants, any variation from the initial budget of \$2,500+ or 20% of any line item, whichever is greater, must be approved by EGC.
- 2) **Budget Narrative:** Please include a brief budget narrative document detailing the major costs within the budget and how they support the planned research agenda. For example, travel costs should include a breakdown of how many trips are planned, how the costs were calculated for the trip and why each of those trips is valuable for the research plan.
- 3) **Letter of Support:** A letter of support from your faculty advisor which reflects support for pursuing this project
- 4) **Off-cycle proposals:** For any proposal not fitting into the designated timelines above, please include an explanation of the time constraints the project faces and the reasons for requesting expedited review.

Other requirements:

- A) **Reporting.** A final report will be required within 3 months of the completion of funded activities or within 18 months of the award date, whichever is earlier. The report will be required to include:
  - 1) A narrative summary of learnings from the activities funded under the grant.
  - 2) A summary of research plans ahead, building on the activities funded by the grant.
- B) A **financial report** of how funds were spent against the initial budget, based on a report provided by the EGC financial contact.
- C) **Presentation.** Each grantee who receives funds for field work (i.e. more than a \$5,000 exploratory research travel grant or data acquisition grant) will be required to present on their research project at the relevant EGC lunch workshop.
- D) **IRB** approval will be required for any project that uses data from human subjects in accordance with Yale policies.<sup>4</sup>
- E) A **Data Use Agreement (DUA)** for data received from other organizations with some restrictions on its use will be required where relevant in accordance with Yale policies.<sup>5</sup> Note that all DUAs must be reviewed by Yale's OSP.

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<sup>4</sup> <https://your.yale.edu/research-support/human-research/yale-irbs-yale-university-institutional-review-boards/submission-4>

<sup>5</sup> <https://your.yale.edu/research-support/office-sponsored-projects/contracts/data-use-agreements-duas>