**ACES Research Grant Award Committee**

**Call for Proposals**

**Online Submission**

**2024**

**Purpose**: This call for proposals aims to fund studies that increase understanding of professional development in Counselor Education and Supervision. This year, the ACES Research Grants Committee and ACES Graduate Student Committee have united to streamline the grant application process. Professional ACES members, defined by ACES membership type and members that are not currently enrolled in a master’s or doctoral degree program in a Counseling or Counseling-related field, can apply for up to $3,000 per project. Students, defined by ACES membership type and members who are currently enrolled in a master’s or doctoral program in a Counseling or Counseling-related field, can apply for up to $1,000 per project.

Grants are awarded to those who meet the criteria below and whose research is on the topic of Counselor Education or Supervision, specifically focusing on areas of Research, Teaching, Supervision, Professional Identity, or Leadership Development in Counselor Education. Other topics will not be considered.

**Who May Apply:** The competition is open to ACES members. Individuals may submit (or be part of a submission team) only one proposal. Multiple submissions by any researcher (individually or as part of multiple research teams) will not be accepted.

**Award Payment Options:** If selected, awardees can choose one of two methods to receive funds. First, they can receive a check written directly to them. Second, they can have the award sent to their institution and dispersed by the institution. Awardees should explore with their Grants office whether or not the college or university would charge indirect costs against the award if they were to administer it. Indirect costs are **not** allowed as part of the grant budget.

**Proposal Format:** Proposals must be submitted online by completing the online application at https://docs.google.com/forms/d/e/1FAIpQLSc0lVQXl9-l9dcN4WBS3w2QsPj\_AHCNNzATH47aSjavC6J1eQ/viewform?usp=sf\_link

and uploading the Proposal Outline (see below) in a Word or PDF document that adheres to the following:

* Typed in 12-point font, double-spaced, Times-New Roman Format, with one-inch margins.
* The Proposal document may be a *maximum* of four pages.

-References may be added in addition to the 4-page limit.

- Attachments submitted as part of the proposal beyond the 4-page limit will not be reviewed by the committee.

-The Application Form must be completed online.

* The online submission of the Proposal Outline must be in PDF format.
* Upload one “blind” copy of the proposal and;
* Upload one copy of the proposal with author identification must be submitted.
* The online Application Form must be completed by **March 15, 2024, at 11:59pm PST**.
* Recipients will be notified by Friday, May 3, 2024. Recipients will be encouraged to present a poster session on their research at the following year’s ACES conference.

**Proposal Outline:**

Title Page

Rationale

Methodology

Ethical considerations

Budget

Plan for Distribution or Publication

References

**Application Evaluation**

**Evaluation Criteria**: Research proposals will be evaluated by a panel of reviewers using the following criteria:

1. **Qualifications of the Researcher**:
* The researcher is a member of ACES and has submitted only one proposal for funding in this year’s grant program. ACES grant awardees from the previous year are ineligible to apply for the current application cycle.

b. **Quality of the Proposed Research**:

* The proposed topic is within the specified scope of Counselor Education and Supervision (20 points possible)
* Relevance of research to Counselor Education & Supervision as evidenced by the literature review (25 points possible)
* Research Methodology (i.e., the methodology proposed follows accepted practice for research of that kind) (30 points possible)
* Applicable ethical standards for research with human subjects (5 points possible)
* Focus on Equity, Diversity, or Inclusion (5 points possible)

c. **Financial Need**:

* Clear, itemized, and research-focused budget (10 points possible): The budget for the research project seems sound given the nature and scope of the proposed project (only the expenses budgeted for the actual conducting of the study will be considered; travel, presentation expenses, and indirect costs will not be considered), and the project is not substantially supported by any other funding source.
* **Funds may not be used** for time compensation, including GA work unless you provide the “employee” with a 1099 Form submitted to the IRS so they are taxed appropriately. The budget may include payment for time *if* the recipient (e.g., transcription company, statistical consultant) accounts for the self-employment or business income and provides a receipt. Receipts must be maintained by the Primary Researcher and made available should ACES request the records.

d. **Plan for Distribution or Publication**: A clear, feasible, and appropriate plan for distributing or publishing research findings such as conference presentations and journal manuscripts (5 points possible). *As a condition of the acceptance of the grant award, the researcher is required to complete the following after receiving notification of your award:*

* At the completion of the study, you must do the following:
	1. Submit a 1-page white paper suitable for dissemination by ACES of your findings within 12 months
	2. Provide a copy of the proposal to present the research results as a poster or education session at the ACA World Conference, ACA Conference, or ACES National or Regional Conference;
	3. If published, provide to the Research Committee a copy of the manuscript of the research results.
1. **“Acknowledgment of Support” Agreement**: The researcher will include an acknowledgment of ACES financial support of the project in all reports, presentations, or publications related to the supported project.

**Deadline Reminder**

**Deadline for Submission:** The deadline for submission is **March 15, 2024 at 11:59pm PST.** Your online application must include:

* One “blind” copy of the proposal\*\* (uploaded)
* One copy of the proposal with author identification (uploaded)
* One application form is completed online at: https://docs.google.com/forms/d/e/1FAIpQLSc0lVQXl9-l9dcN4WBS3w2QsPj\_AHCNNzATH47aSjavC6J1eQ/viewform?usp=sf\_link

Proposals must be submitted online. Neither faxed, mailed “hard” copies or emails of proposals will be considered.

***NOTE: A “blind” copy contains not only no name but no identifying information about the author(s) or their location in the title pages, page headers, or text of the proposal. Proposals containing identifying information or submissions that do not include one “blind” copy will be disqualified.***

Recipients will be notified by Friday, May 3, 2024.

**Requests for further information** should be directed to:

**For Professional Grant Submissions:**

Dr. Melissa C Henry, Assistant Professor, University of Louisville

Chair, ACES Research Grants Committee

Email: acesgrants@acesonline.net

**For Student Grant Submissions:**

 Nadiya Boyce-Rosen, Doctoral Student

 ACES Graduate Student Representative

 Email: acesgsr@acesonline.net