



California Institute of Integral Studies

(REV. 03/09)

KRANZKE RESEARCH SCHOLARSHIP GUIDELINES FOR APPLICANTS

The Robert Joseph and Wilhelmina Ann Kranzke Research Scholarships are awards of up to \$5,000 per year for research and study of psychedelic/entheogenic plants or substances; plus an optional, additional grant of \$1,000 for fieldwork expenses. Up to four awards may be made each year if appropriate projects are selected by the Kranzke Committee. The research project can be made from a range of perspectives, including psychology of consciousness, historical, literary, ethnographic, shamanic, spiritual, therapeutic, indigenous or traditional healing practices, educational, and others to be determined by the Kranzke committee.

Eligibility

Any registered CIIS student in the graduate level who has satisfactorily completed at least one semester of full-time academic work can apply for the Kranzke Research Scholarship. In addition, recipients cannot be in default or owe a refund for any federal financial aid program. Students must be in good academic standing.

The Application

For students in programs requiring a thesis or dissertation, the approved thesis or dissertation proposal will serve as the core document for the Kranzke proposal. Kranzke proposals will comply with all of the thesis or dissertation guidelines provided by the student's department and these guidelines should accompany the Kranzke application. Students in programs not requiring a thesis or doctoral dissertation and faculty should write a Kranzke proposal following the specific standards described as acceptable in the CIIS document entitled "SCT dissertation proposal rubric and scholarly expectations". In addition to the above guidelines, the Kranzke proposal should consist of the following elements, with section headings as indicated below:

- **Cover page:** Kranzke Research Scholarship Application from the CIIS Financial Aid Office
- **Faculty Sponsor letter** (see below)
- **HRRC Approval Letter** (see below)
- **Thesis/Dissertation Approval Form** (if applicable)
- **Title page:** the proposed project should have a clear descriptive title
- **Sections** headed as follows:
 1. *Introduction and Statement of Purpose;* (include statement of significance).
 2. *Literature Review (Background, Context; and/or Theoretical Perspectives).*
 3. *Methodological Approach;* (include data/information gathering and analysis)
 4. *Applicant's Qualifications and Prior Knowledge of Subject (include previous research experience and/or coursework in research methodologies)*
 5. *Budget;* (how the scholarship funds specifically support the research project. If sufficient funds have been allocated to fully support the research project, any remaining funds may be used for tuition).
 6. *Fieldwork;* (if applicable, provide specific items requiring additional funds).

Letter of recommendation from Faculty Sponsor or Supervisor

Students in programs requiring a thesis or dissertation will have their thesis or dissertation Chair as their Kranzke sponsor. Department forms indicating the thesis or dissertation proposal has been approved by the Chair should be submitted with the Kranzke application.

Students in programs not requiring a thesis or dissertation must have a Kranzke sponsor who is a CIIS core faculty member from their department write a letter indicating that the sponsor:

- 1) Has read the proposal,
- 2) Attests that it meets the specific standards described as acceptable in the CIIS document entitled "SCT dissertation proposal rubric and scholarly expectations" and that the Kranzke proposal adequately provides the proposal elements, with section headings as indicated above, and that
- 3) The sponsor agrees to supervise the research project through to its completion.

If the student is unable to get a faculty sponsor from her/his academic program, then the student must also provide a letter from either the student's Program Director or Academic Advisor, attesting that the student is in good academic standing.

HRRC Review

All applications must include approval from the HRRC (Human Research and Review Committee). For projects that involve interaction with human subjects, the proposal must be reviewed by the HRRC, and a letter stating that it has passed that review must be included with the scholarship application. For proposals that do not involve interaction with human subjects, the applicant can request an "Expedited (low risk)" or "Exempt (no risk)" review. Please follow the HRRC guidelines and timelines.

Completed Application

Submit your **signed** application and all required documents to mnealon@ciis.edu and fechenhofer@ciis.edu. Documents should be in PDF format.

Application Deadlines

Applications will be accepted twice each year: **May 1 (for fall semester) and December 1 (for spring semester)**

Awarding of Kranzke Funds

The Kranzke award will be made in two installments. Half of the funds will be initially awarded and the remaining half of the funds will be awarded upon review of the awardee's Kranzke research progress report (which must be submitted within 6 months of the initial award, and include a letter of support from the faculty sponsor). Recipients must be currently enrolled at the time of each disbursement and maintain all eligibility requirements. If the delay in receiving the second half of the award causes undue hardship in the completion of the project, the recipient may petition the committee for an earlier disbursement. This petition should clearly indicate the hardships incurred and must be supported by a letter from the faculty sponsor.

Written Reports

Awardees are required to prepare a written progress report (prior to receiving their remaining award) and a final report within one year of their initial award. For students completing a thesis or dissertation, the thesis or dissertation will serve as the final Kranzke research report. For students in programs not requiring a thesis or dissertation, or for faculty, the final Kranzke report will describe the research as proposed in the Kranzke proposal, will meet or exceed the level of thesis scholarship, and will contain the following sections:

- **Title page:** (including student's name, program, and sponsor)
- **Sections** headed as follows:
 1. Introduction and Statement of Purpose; (include statement of significance).
 2. Literature Review (Background, Context; and/or Theoretical Perspectives).
 3. Methodological Approach; (include data/information gathering and analysis)
 4. Results
 5. Discussion

All final Kranzke scholarship research reports will be sent to the Financial Aid office to be kept on permanent file and will be available to see upon request (may be made available to prospective applicants).



California Institute of Integral Studies

KRANZKE RESEARCH SCHOLARSHIP APPLICATION

(REV 03/09)

Application Deadline: May 1 and December 1

I. Personal Information

_____		_____	
<i>Last Name</i>		<i>First Name</i>	

<i>Street Address</i>			
_____	_____	_____	
<i>City</i>	<i>State</i>	<i>Zip</i>	
()	_____		
<i>Telephone</i>	<i>CIIS ID Number</i>		

<i>Email address</i>			

II. Academic Program Information

Current Program: _____	Program Degree: _____
Program Start Date: _____	Anticipated Grad Date: _____
Project Sponsor: _____	Academic Advisor: _____

III. Student Certification

By submitting this application, I agree to the following terms:

- This application becomes the property of California Institute of Integral Studies.
- I affirm that the information on this form is true, correct and complete. I have read and understand the eligibility requirements for the Kranzke Grant and affirm my responsibility to meet all of the criteria by the appropriate deadline.
- If requested, I agree to provide proof of information I have given on this form. Falsification of information may result in termination of any scholarship granted.
- I authorize the Financial Aid Office to share the information in my application with any individuals or departments at CIIS (and/or external donors) relevant to the evaluation of my scholarship application (and if appropriate, to gather further information).
- If chosen as a recipient, I agree that the information provided on this application may be used by CIIS in publicizing awards.
- I understand that CIIS has the authority to change the terms, conditions, and amount of the scholarship awards.
- I understand that CIIS is not responsible for my financial well-being should I incur unforeseen expenses.
- I acknowledge that failure to fulfill the terms and conditions of any award may result in that award being rescinded.

_____	_____
Signature of Applicant	Date Signed

IV. CIIS Faculty Sponsor Certification

I certify that I have read this proposal and that it meets applicable CIIS standards and that I agree to supervise this project to its completion.

_____	_____
Signature of CIIS Sponsor	Date Signed