OUR Summer Research Award - Application Cover Sheet

Name: ____________________________ E-mail Address: ________________________________

ID #: ____________________________ Semester/Year of Graduation: ______________________

Department: ______________________ Research Supervisor: ____________________________

Project title: ______________________

On-campus housing required? Yes No

If yes, check one: 1 month
2 months
3 months
4 Months

Please attach a separate (brief) explanation of why housing is required
(For example, due to the nature of the research or student location)

Award request:

I request the Full summer award (or as much funding as available)

I request a Partial award

Amount requested

Applicant Signature: ______________________

Supervisor Signature: ______________________

Please answer the followings:

1. Please indicate if this proposed project has received other forms of funding and/or nominated for an Undergraduate Research Incentive Program (URIP) at the College of Engineering (if so, please provide the details in the application narrative and budget). YES --- NO---

2. Optional: Please indicate if you are an underrepresented minority (i.e., U.S. citizen who identifies as Black/African American, Hispanic/Latino, or Native American). YES --- NO---

Submit the complete application as detailed on the award description to the OUR electronically to: our@umassd.edu.

OUR use only.
Date received: _______________________
Approval date: _______________________
Approved amount: _______________________

The OUR Summer Award

Overview

The Office of Undergraduate Research is committed to supporting UMass Dartmouth undergraduates in all aspects of their research endeavors. We are pleased to offer a competitive summer award to facilitate the fulltime research activity of UMass Dartmouth undergraduates during summer. As with all OUR programs, research is broadly conceived and takes place in any and all disciplines.

Please follow the guide below and on the following pages. Be sure to complete the cover sheet on the first page of this document, and provide all requested information. Incomplete applications will not be reviewed.

Summer awards are primarily to support the living expenses of the research student (including on-campus housing if required and available), along with a small contribution for consumable materials or research-related travel.

The Award

Awards will consist of the following: • Stipend award up to $4,000. • Research support up to $500. • On-campus housing where required and if available.

Eligibility

All UMass Dartmouth undergraduates who will reenroll in Fall 2022 are eligible. Students graduating in May 2022 are not eligible for this program. Post-Bac students are not eligible.

If the project mentor is not a tenured or tenure-track faculty member, the application should be approved and co-signed by the department chair.

Application

Applications should be prepared by students, in collaboration with a faculty member. It is expected that the faculty member will have read and approved the application. On the cover sheet, students should indicate whether on-campus housing is required, and whether a full or partial award is requested. The latter applies in cases where faculty provides matching funds.

The application should include

• completed cover sheet (first page of this document)
• brief explanation of housing needs (if any) in a separate attachment
• a project description
• Format: Two pages (maximum, excluding cited references and budget); One-inch margins; 12-point Times New Roman or 11-point Arial
Include the following elements:

- Problem statement/motivation
- Background information
- Goals and Objectives
- Approach/methodology
- Anticipated outcomes
- References cited
- A brief statement illustrating the impact of the research on student career plans
- An itemized budget for the research support component (up to $500)
- Details of other financial support available for the project from the faculty mentor
- A letter of support from the faculty sponsor that indicates the commitment of the mentor during the summer and the relationship between the proposal and faculty expertise. In addition, the faculty letter should comment on the student’s potential for research and the potential for success of the particular project.

Criteria

Grants will be awarded on a competitive basis. The proposals will be scored out of 100 based on the following review criteria and scoring system:

- Research proposal narrative (40)
- Problem statement/motivation (5)
- Background information (5)
- Goals and Objectives (5)
- Approach/methodology (15)
- Anticipated outcomes (10)
- Impact on career plans (10)
- Mentor support (5)
- Well-written budget (5)

Upon completion of the research, a two-page report will be required. This report should outline the results of the project, and describe how the money was used. Reports should be submitted to the OUR by email (our@umassd.edu)

The Office of Undergraduate Research should be acknowledged on all presentations and publications which include results from the summer award work.
Additional information for completing an OUR summer award application

Below are some tips for producing a great application. We strongly encourage attendance at a workshop, too. Your application will be scored out of 100. You can see the breakdown of points on the first page of this guide. All of the elements below count in the total score of your application. It is very important that you pay attention to these elements, and make specific and detailed responses in each section.

**Itemized Budget for Research Support**

An itemized budget shows a breakdown of the requested materials, with an estimate of their cost. This allows an easy assessment of the appropriateness of the requests, and also illustrates the amount of thought that has gone into planning the project. It is not sufficient to simply show the total request. Even if you only need one item, that item must be listed.

*Here is an example of a generalized budget for a project in the sciences:*

<table>
<thead>
<tr>
<th>Product</th>
<th>Number</th>
<th>Price each</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planters</td>
<td>12</td>
<td>$6.00</td>
</tr>
<tr>
<td>Seed pack</td>
<td>1</td>
<td>$3.00</td>
</tr>
<tr>
<td>High-output grow lamp</td>
<td>2</td>
<td>$30.00</td>
</tr>
<tr>
<td>Lamp hangers</td>
<td>2</td>
<td>$15.00</td>
</tr>
<tr>
<td>Toluidine blue stain 5 grams</td>
<td>1</td>
<td>$40.00</td>
</tr>
<tr>
<td>Phlorogluicinol stain 25 grams</td>
<td>1</td>
<td>$28.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$233</strong></td>
</tr>
</tbody>
</table>

Based on 2017 budget of Megan Scribner

*A project in the social sciences might have a budget looking something like this:*

<table>
<thead>
<tr>
<th>Item</th>
<th>Unit Cost</th>
<th>Total cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gift cards for participants</td>
<td>$10 each</td>
<td>$200</td>
</tr>
<tr>
<td><strong>TOTAL REQUEST</strong></td>
<td></td>
<td><strong>$200</strong></td>
</tr>
</tbody>
</table>

*Here is an example of a generalized budget for a humanities project:*

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Content reference work unavailable in UMD library</td>
<td>$150</td>
</tr>
<tr>
<td>Individual license agreement for online resource</td>
<td>$100</td>
</tr>
</tbody>
</table>
Travel to special collection for materials unavailable through UMD library interlibrary loan | $50
Photocopying | $25
TOTAL REQUEST | $325

Please note: The following items are not generally allowed by the OUR. Any requests for these should first be discussed with the OUR.

- Permanent equipment

**Statement of other support currently available from faculty mentor or from Undergraduate Research Incentive Program (URIP, for Engineering students only)**

In this section, you should mention any grant support the faculty mentor has for the project you will be doing. Your application will not be compromised by the availability of existing support, but we do like to know about it.

**Statement of the impact of the research on future career**

This section is for you to show how the research/scholarly activity in which you engage will impact your future. It might be that it helps you with graduate school applications, or perhaps it will improve your chances of landing your dream job. You know why you are doing it, and we would like to know too.