

Call for Proposals

College of Natural and Health Sciences' Student Research Fund

The College of Natural and Health Sciences (NHS) established in spring 2006 a new Foundation account entitled the NHS Student Research Fund. Supported through donations by faculty, staff, and friends of the College, as well as proceeds generated by the NHS Student Research Celebration, the Student Research Fund, once it is of sufficient size, will generate funds to support research and research-related travel by the College's students. Until that time, the NHS Dean's Office will supplement the Student Research Fund, in order to make available a pool of monies to support student research activities. These funds will be made available on a competitive basis through a proposal process. Two calls for proposals will be made per academic year (one in fall and one in spring).

Purpose

The Student Research Fund is designed to support research and research-related travel by NHS students. Proposals may request funds for travel (either for research purposes or to present research findings), materials, supplies, equipment, and other research expenses, excluding salary. All expenses must be consistent with University policy (<http://www.unco.edu/acctservices/acctpay/>).

Funding Level

A total pool of \$5,000 is expected to be made available in the 2008-09 academic year. Individual proposals may request up to \$400.

Eligibility

Eligible to apply are undergraduate and graduate students who have been admitted to a degree program within the College of Natural and Health Sciences. Students are eligible for one award per academic year.

Proposal Submission Deadline

Two rounds of funding will take place in the 2008-09 academic year. In order to be reviewed, completed electronic applications must be received by the NHS Dean's Office (sandra.pope@unco.edu) by:
October 31, 2008 for the fall semester competition
February 13, 2009 for the spring semester competition

Proposal Review Procedure

Proposals received by the stated deadlines will be reviewed by a college committee, who will recommend to the Dean of the College an allocation of funds.

Proposal Format

Each application for Student Research Fund monies must include the following in a proposal that should be written by the student (not the research advisor or any other faculty member, although those individuals may help students refine their proposals).

The proposal guidelines are the following:

- Students **must submit electronic applications** (MS-Word) NHS College Awards Committee by the stated deadline to Sandy Pope, NHS Dean's Office, Gunter 1000, sandra.pope@unco.edu. Electronic applications are required.
- Project narrative should be no longer than two (2) pages of single spaced 12-point font.

- A third page should include a timeline, an itemized list of expenses, a list of other funding sources from which the applicant is seeking funds, the signature of the student, and the signature of the school director.
- A supporting letter from a faculty research mentor should be attached.
- Students requesting funds for professional presentations should also attach a copy of the abstract and indicate whether the presentation has been accepted.
- Proposals that do not meet these guidelines will *not* be considered.

Helpful Hints

1. Proposal: The proposal should include a description of the proposed activity and its significance. At least one third of the proposal should be devoted a description of the significance of the work to help reviewers understand the project. For example, will the project address a gap in our knowledge? Does it involve an innovative approach? If quantitative research, will the proposed approach lead to valid data that can be statistically analyzed? The inclusion of a reference list may be appropriate. In proposals requesting funds to carry out research, it is not necessary to describe the actual steps in each procedure you plan to perform. It is sufficient to give an overview of the research and more important to persuade the reviewers of the importance of your work. If requesting funds for a presentation, include a copy of the abstract as an attachment and indicate whether the paper has been invited and/or accepted. If you are waiting to hear about the acceptance, indicate when that decision will be made. Because faculty reviewers are in diverse fields and may not be acquainted with your area, write the proposal for readers outside of your field. Do not assume that the readers will understand your research or value what you are doing unless you can make a strong case for it.
2. Details:
 - a. A detailed project budget and timeline.
 - b. If funds are requested for conference travel, include the title of the meeting and destination.
 - c. A listing of other project funding sources from which the applicant is seeking funds (if applicable). This is relevant if total project budget exceeds \$400.
 - d. Signature of the student and an approval signature by the relevant school director (the director in whose school the activity will be performed).
3. Attachments:
 - a. A brief (one paragraph) letter of support from a faculty research mentor.
 - b. If attending a conference or other professional meeting, a copy of the abstract.