2026-2027 Call for Proposals

College of Natural and Health Sciences
Phelps Family NHS CAP Undergraduate Student Research Grant

Undergraduate students in the College of Natural and Health Sciences (NHS) are invited to submit proposals for funding to support research and research-related travel.

Funding is awarded on a competitive basis through a proposal process. These grants are intended to support undergraduate research experiences and encourage student success through faculty-mentored research.

Funding Available
Funding is provided through the **Phelps Family NHS CAP Undergraduate Student Research Grant Program**. A total of $18,000 is expected to be available during the 2026–2027 academic year and summer 2027 semester. Individual proposals may request up to $1,000 in fall and spring and $1,000 in summer if funding remains. Students are eligible to receive one award per academic year and one award during the summer semester and may submit one proposal per semester.

The "CAP" Values
Through the CAP Student Research Grants, the donors hope to encourage the values of Contribute, Achieve, and Pay It Forward.

Contribute: Volunteering time and sharing personal skills, talents, abilities, experience, and passion in service to the community.
Achieve: Demonstrating initiative, a commitment to performance and academic success, self-reliance, perseverance, and the ability to overcome obstacles.
Pay It Forward: Making a meaningful and positive impact on the lives of others through acts of kindness, caring, service, and giving back.
The donors believe these values are foundational to building and living meaningful lives. These grants recognize that conducting faculty-mentored research enhances the academic experience and supports student success.

Eligibility

Applicants must:
- Be an undergraduate student admitted to a degree program within the College of Natural and Health Sciences
- Submit no more than one proposal per semester
- Be eligible for no more than one award per academic year and one award during the summer semester

Three funding rounds will take place during the 2026–2027 academic year and summer 2027 semester. Completed electronic applications must be submitted by 5 pm on the following dates:
- October 12, 2026 (fall semester)
- January 25, 2027 (spring semester)
- April 5, 2027 (summer semester)

Submit completed applications via email to **David.Hydock@unco.edu.**

Proposal Review Procedure
Proposals received by the stated deadlines will be reviewed by the NHS Awards Committee, which will make recommendations to the Dean of the College regarding the allocation of funds.

Proposal Format
Each application for Student Research Fund monies must include the following:

1. Completed Application Form
2. Project Narrative
3. Project Budget and Timeline
4. Required Attachments

Each component is described in more detail below. While the student should write the proposal, the committee encourages students to seek support from their research advisor or other faculty members to refine their proposals.

Project Narrative

Maximum length: Two (2) pages, single-spaced, 12-point font

Because faculty reviewers represent diverse fields and may not be acquainted with your area of study, **write your proposal for readers outside of your field.** Do not assume that reviewers will understand or value your research unless you make a strong case for its importance and significance.

Your Project Narrative should address the following:

- Describe the proposed activity or research project.
- Explain what you plan to accomplish.

Significance of the Research

At least one-third of the Project Narrative should be devoted to explaining the significance of the proposed research. Consider addressing questions such as:

- Will the project address a gap in current knowledge?
- Does the project involve an innovative approach?
- If the project involves quantitative research, will the proposed activity lead to valid data that can be statistically analyzed?
- What impact could the proposed activity have on the research community and/or society?

Previously Funded or Ongoing Research

If the proposal relates to previously funded student research, please explain how the current project relates to the outcomes of the previous or ongoing work.
References
The inclusion of a reference list may be appropriate. The reference list does not count toward the two-page limit.

Virtual Conference Requests

If requesting funds for a virtual conference:

- Include a copy of the abstract as an attachment. This does not count toward the two-page limit.
- Indicate whether the paper has been invited and/or accepted.
- If you are waiting for an acceptance decision, indicate when that decision is expected.

Note: For proposals requesting funds to conduct research, it is not necessary to include the specific research question(s), hypotheses, or every individual step in each procedure you plan to perform.

Project Budget and Timeline

Maximum length: Two (2) pages

Include a detailed and itemized project budget, the total amount requested, and a detailed project timeline. Please also include the following information, as applicable:

- Field or Lab Work

If funds are requested to support your time in the field or lab collecting data, please note that $16 per hour is the maximum rate that may be requested.

- Virtual Conference Participation

If funds are requested for virtual conference participation:

  - Include the title of the meeting.
  - If accepted, include a copy of the acceptance letter.

Additional Funding Sources
If the total project budget exceeds $1,000, include a list of other project funding sources from which you are seeking funds, if applicable.

Equipment or Software
All equipment and software proposals must include a budget justification verifying that:

- The equipment or software needs are outside of existing resources; and
- The requested equipment or software is necessary for the proposed project.

Required Attachments

- Faculty Research Mentor Letter of Support

Include a letter of support from a faculty research mentor addressing the following:

  - The significance of the project for the student's research and/or professional development.
  - A statement of willingness to provide mentoring support.
  - If applicable, verification that requested non-consumable equipment or software is not available through existing program resources.
  - If applicable, an explanation of the value of the requested equipment or software for future student projects.

If attending a conference or other professional meeting, include a copy of the abstract.

A Note About Organization and Readability

Please clearly label the “Project Narrative” and “Project Budget and Timeline” sections of your application.

The NHS Awards Committee reviews proposals from students across a variety of academic disciplines. Applicants are encouraged to present information in a manner that is clear, well organized, and easy to understand.

Use headings, subheadings, and other formatting tools as appropriate to organize your proposal logically. Avoid submitting a document that consists of large blocks of text without clear organization or section headings. A well-organized proposal will help reviewers easily identify and understand the key components of your project.

NHS Phelps Student Research Fund Application Form

Student Name (Print)_____

Student School/Department_____

Degree Program_____

Proposal Type (check one) _____ Conference ____ Research

Student e-mail_____

Student Signature_____

Research Mentor Name (Print)_____

Research Mentor Approval Signature_____

School Director/Department Chair Signature_____

Project Title_____

Please note, this page is required for your application to be considered. Please ensure requested signatures are obtained before submitting your proposal.

Screening Rubrics

Research Proposal Criteria (12 points possible)	Not Included (0 points) Partially Developed (1 point) Fully Developed (2 points)
Clear Description of the proposed activity	
Significance of proposed research is clear based on a gap in knowledge **OR** an innovative approach	
Data collection appears valid and related to question or hypothesis	
Qualitative or quantitative measures for testing question or hypothesis are clear	
Budget is clear and justified	
Mentor Letter is supportive	
TOTAL POINTS	

Presentation Proposal Criteria (8 points possible)	Not Included (0 points) Partially Developed (1 point) Fully Developed (2 points)
Has the abstract been accepted	
Based on abstract, is work completed to the point where it is ready for presentation?	
Budget is clear and justified	
Mentor Letter is supportive	
TOTAL POINTS	