2014 Research Summer Fellowship
Sponsored by the Division of Research, Graduate & Undergraduate Programs

Guidelines for a Successful Proposal

General Description

1) There are a limited number of fellowships awarded and the selection process is based on the quality of the proposal submitted.
2) Only one student per one research project is considered for funding.
3) It is unlikely that more than one student proposal per faculty member will be funded; if there is more than one student proposal from one researcher applying, there should be a letter from the faculty member’s department chair in the application package.
4) Awards will be distributed among the different departments as much as possible.
5) Students are required to produce a poster for presentation at the Spring Research Fair and a one page summary at the end of the research to be sent to and kept in the office of the Senior Associate Dean for Research.
6) Faculty supporting research proposals commit themselves to:
   a) assist the student with development of a high quality research application,
   b) use their skills to assist the student with performance of the research project; and
   c) mentor the student through the process of developing a poster presentation.
7) A score sheet will be generated which includes internal feedback for the committee and feedback to the student and faculty applicants.

Criteria for Successful Proposals

1) Research question must be clearly stated for a multidisciplinary audience.
2) Basic literature review conducted by the student.
3) Statement of significance of the research question in the proposal (a) to the field and (b) to the student (e.g., the personal impact of this experience on their personal development and professional career as a physician).
4) Clear and succinct description of the research methodology.
5) Delineation of student’s role in the proposed project.
6) A copy of the faculty member’s curriculum vita.
7) The proposal should be no more than four pages.

Other Important Considerations

1) The student’s role must include substantial contributions to one of the following:
   a. conception and design of project;
   b. acquisition of data, defined here as protocol development, IRB approval (CITI Human Subjects training), site negotiation, data collection and management;
   c. analysis and interpretation of data;
   d. opportunity for authorship contributions to any article/s resulting from the fellowship research.
2) A baseline timeline must be provided for the student’s proposed activity relative to the overall research project timeline.
3) If IRB approval is necessary, state the current status of the application.