Office of the Vice President for Research

REQUEST FOR PROPOSALS:
Undergraduate Creative Discovery Summer Scholar and Undergraduate Research Summer Scholar Awards
(Summer 2018-DEADLINE FOR APPLICATIONS: March 16, 2018)

President Gilbert has announced the availability of funds sponsored by his office to create the University-wide Undergraduate Creative Discovery Summer Scholar and Undergraduate Research Summer Scholar Award program. This program provides students with an opportunity to pursue original creative work, scholarship or research, under the mentorship of a full-time faculty member. The program is open to juniors and seniors with a minimum cumulative GPA of 3.0. The awards provide a $3000 stipend and up to $1000 for travel and materials for summer 2018. $1000 is provided for the participating faculty mentor for travel.

ELIGIBILITY REQUIREMENTS
- Applicants must be juniors and seniors with a minimum GPA of 3.0
- Applicants must be enrolled at Marshall University for at least 12 hours during the semester previous to the summer in which the project is funded.
- Applicants must have a letter of support and sponsorship from a full-time faculty member who is willing to serve as mentor for the project

PROGRAM CHARACTERISTICS
The student's project can involve research, design, development, field study, creative work or performance. The project should require a total commitment of 200-300 hours of the student's time (i.e., 20-30 hours per week for 10 weeks) over the summer. The project will be structured so that the student can produce creative or scholarly output (e.g. a presentation, publication, exhibit, or performance) at the end of the award period.

An important aspect of this program is the engagement of a faculty mentor to oversee the student's effort. After agreeing on a particular project, the faculty member assists the student in writing and submitting a proposal, supervises the student's scholarly activity, and assists in the construction of the student's final project report.

The award is intended to support projects which require both original intellectual and faculty-assisted input from awardees. **Students requesting personal support as part of the proposal budget must be eligible for campus employment.**

DUE DATE-Complete applications must be received by 5:00 on March 16, 2018. Please send a .pdf copy of your application by email to plumleya@marshall.edu
REVIEW OF APPLICATIONS-University Committee chartered by the Provost, composed of a representative from each college, will review the proposals as prioritized by the college of origin and select the projects that will be funded under this program.
NUMBER OF AWARDS ANTICIPATED-Fourteen
ANNOUNCEMENT OF AWARDS-early April

APPLICATION REQUIREMENTS

Proposals should be written with minimal use of jargon. Mentors may provide editorial and revision assistance for student proposals, but they must be primarily the work of student applicants.

The project proposal should not exceed five single-spaced   pages. The student's name, college and project title should appear in the header on each page. The appendices and attachments are not included in the length restriction. A letter of support from   the faculty mentor is to be submitted separately from the student application.

The following format should be followed:

1.Applicant and Mentor Information The title of the project, the student's name, 901#, email address, and major should be provided along with the name, department, email address, and phone number of the faculty mentor

2.Project Description. This section should consist of a clear layman's description of the project and its importance. Since proposals will be reviewed by faculty with subject matter expertise but not necessarily with direct involvement in the student's proposed area of study, careful consideration should be given to giving a concise description of the "what" and "so what" of the proposal.

3.Methodology. Provide a description of how the scholarly/research topic is to be investigated or the creative activity is to be conducted. What steps are   involved? What sources and resources will be used?

4.Independence of the Project. Describe the independent contribution you will make to the research, creative work or scholarship.

5.Outcomes. Provide a description of the anticipated outcomes associated with the project, e.g., a conference paper, report, journal article, exhibition, performance, or Senior Honors Thesis.

6.Budget. Include a short paragraph describing how the project funds will be used.

7.Appendices, Attachments. If appropriate, the student should include copies of research materials such as questionnaires to be used and any other forms as appropriate.

The student application should be submitted as a .PDF document by email to plumleya@marshall.edu no later than 5PM on March 16, 2018.

8.Faculty Mentor's Letter of Support. The faculty mentor letter of support should be sent by the faculty mentor directly to plumleya@marshall.edu no later than 5PM on March 16, 2017. The letter of support should not be included in   the application package submitted by the student. This letter should include:

- The mentor's assessment of the feasibility, originality and significance of the project;
- The mentor's assessment of the student's ability to conduct the proposed work
- The time the mentor will make available to work with the student;
- A summary of the mentor's involvement in the project. For example, the mentor might help   plan the project, assist the student with the proposal, advise along the way in the project's execution and in development of the deliverable

EVALUATION CRITERIA-

- Creative or Scientific Significance- 35 points
- Creative or Scientific Originality-35 points
- Clarity of the Proposal and Methodology-15 points
- Likelihood of the proposed work being accomplished in the time described-15 points