

2019 UNDERGRADUATE STUDENT AWARDS APPLICATION

UNDERGRADUATE RESEARCH & CREATIVE ACTIVITY (URECA)



Deadline: 5:00 pm, December 3, 2018

Deadline for proposals which include infrastructure/facilities elements: 5:00pm, November 19, 2018

Purpose: UAS announces a competition for undergraduate student awards in research and creative activity.

Eligibility:

1. Current University of Alaska Southeast students (full or part time; Juneau, Sitka, and Ketchikan campuses). Priority will be given to those students who have been accepted into a degree program.
2. Students in good academic standing.
3. The project or activity must be associated with a UAS faculty mentor who will agree to participate as both project and presentation mentor.
4. Any student engaged in a research project or creative activity beyond regular catalog class requirements. If students wish to have transcribed credit for their URECA activity, they may work with their faculty mentor to register for individual research credits (-398, -498).
5. The award must be used for activities or expenses associated with a research project or creative activity, and cannot be used for: (a) personal expenses, (b) salaries, (c) stipends, (d) tuition, or (e) academic expenses like classroom textbooks. Travel that allows a student to engage in research or creative activities (e.g. collecting materials, field work) will be supported. Requests for travel to attend a conference will be considered and if awarded, students will be required to present a conference summary at approved venue.
6. Students will be asked to produce work that can be shared within their artistic or research community (e.g. conference paper, gallery showing, reading, manuscript, publication, blog post or newspaper article). The final product should be a direct result of the activities engaged in for this project.

Amount and duration of award: Awardees will receive up to \$2,500 to facilitate a project. The duration of this award is from January 18, 2019 through June 15, 2019. All award funds must be expended before June 15.

Proposal Requirements and Submission Instructions:

Send the following to *both* Jim Powell jepowell@alaska.edu and Kelly Jensen kmjensen@alaska.edu:

1. An email-letter of introduction that briefly describes you, your project, and addresses the eligibility criteria.
2. Attach a *single* PDF document that includes the project tweet, project summary, project description, and the budget form (**using attached templates, with headers completed, for each document**).
3. Attach a letter of support written by your UAS faculty mentor.
4. Attach an electronic copy of your UAS transcript (unofficial is acceptable).

Review Process & Criteria: Proposals will be reviewed by members of the UAS Research and Creative Activity Committee and will be judged based on the following criteria:

1. *Eligibility* – Is the student eligible for the award based on the eligibility requirements above?
2. *Purpose* – Is it clear what the objective or aim of the activity or project is?
3. *Merit* – Is this activity or project evidence of extraordinary scholarship, effort, and academic achievement?
4. *Likelihood of Success* – Is the student likely to achieve his/her goal based on the information provided, his/her experience and track record, support from a faculty member, and/or other resources that support the project?
5. *Budget Justification* – Is the need for funding clear and justified, and are the requested funds sufficient?
6. *Quality* – Is the proposal document itself clear, concise, and well written?

Post-award conditions: Awarded students will be required to:

1. Attend a mandatory orientation session in mid-January
2. Submit a final report (template to be provided), including a project photo, no later than July 15, 2019
3. Participate in the URECA Symposium held in 2019 and/or an alternately-approved UAS student symposium

Contact: For more information, contact committee members Jim Powell, ext. 6108 jepowell@alaska.edu and/or Kelly Jensen, ext. 6280 kmjensen@alaska.edu

Name & ID#: _____

Project Mentor: _____

Project Title (no more than 60 characters): _____

NOTE: If awarded, any of the following may be used in external communications when providing details about your project; proofread carefully prior to submission and yes, the Tweet and Summary sections may be excerpted from your Description.

Project Tweet (240 characters maximum):

Please provide a 240 character project tweet (single spaced and not less than 10pt font) that describes the project.

Project Summary (120 words maximum):

Please provide a 120 word project summary (single spaced and not less than 10pt font) that describes the project, its activities, and resulting project outcomes.

Name & ID#: _____

Project Mentor: _____

Project Title (no more than 60 characters): _____

Project Description (1 page maximum):

Please provide a 1-page project description (single spaced and not less than 10pt font) that describes the project objective or purpose, the project activities, and resulting project outcomes in sufficient detail to allow for review by the committee. If the request for funds is solely for conference attendance in research or creative activities, the Project Description should outline the presentation to be given or attended, goals associated with post-conference activities, and reporting plans. Please consider the review criteria listed above and have your proposal reviewed by your mentor prior to submission. Proposals including field work will be individually screened for risk management considerations.

Name & ID#: _____

Project Mentor: _____

Project Title (no more than 60 characters): _____

Project Budget:

Budget items must be associated with a research project or creative activity, and cannot be used for: (a) personal expenses, (b) salaries, (c) stipends, (d) tuition, or (e) academic expenses like classroom textbooks. Travel that allows a student to directly engage in research or creative activities (e.g. trips for collecting materials, field work) can be supported. Conference attendance is allowable, but budget development for that type of project must be discussed with Kelly Jensen (via email) prior to proposal submission to ensure accurate detail. If appropriate, include quotes from vendors. The committee will not provide more than \$2500, and may choose to partially fund projects.

Item Description & Quantity ex. 10 rolls of paper @\$100 each; 1 charter trip	Amount	Justification Explain briefly how this expense supports the project
Total Request: (please double-check math calculations)		