

# 2021 UNDERGRADUATE STUDENT AWARDS APPLICATION

## UNDERGRADUATE RESEARCH & CREATIVE ACTIVITY (URECA)



**Deadline: 5:00 pm, Monday, November 23, 2020**

**Deadline for proposals which include infrastructure/facilities elements: 5:00pm, November 16, 2020**

**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 review this application prior to submission, and then 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; however airline travel is discouraged due to COVID concerns.
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 6, 2021 - June 15, 2021. All award funds must be expended before June 15.

### **Proposal Requirements and Submission Instructions:**

Send the following to *both* David Tallmon [datallmon@alaska.edu](mailto:datallmon@alaska.edu) and Kelly Jensen [kmjensen@alaska.edu](mailto: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 commitment written by your UAS faculty mentor indicating that they have reviewed your application, will meet regularly with you, and will review your presentation and final products.
4. Attach an electronic copy of your UAS transcript (unofficial is acceptable).
5. Attach a statement outlining how you will address applicable COVID guidelines and protocols.

**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 requirements above?
2. *Purpose* – Is the objective or aim of the activity clear?
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 early January.
2. Submit a final report (template to be provided), including a project photo, no later than July 15, 2021.
3. Participate in the URECA Symposium held in 2021 or an alternately-approved UAS student symposium.

**Contact:** Questions? Contact committee members David Tallmon or Kelly Jensen.

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 12pt font) that describes the project.

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**Project Summary (60 words maximum):**

Please provide a 3-4 sentence, (approximately 60 word) project summary (single spaced and not less than 12pt font) that describes the project, its activities, and resulting project outcomes.

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Name & ID#: \_\_\_\_\_

Project Mentor: \_\_\_\_\_

Project Title (no more than 60 characters): \_\_\_\_\_

**Project Description (1 page maximum):**

Please provide a project description (single spaced and not less than 12pt font) of up to 1 page, which describes the project objective or purpose, the project activities, and resulting project outcomes in sufficient detail to allow for review by the committee. Your Project Description should also include a short explanation (text or citations) of how your proposed work fits in the context of related, existing research or creative works. 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.

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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, and airline travel is discouraged due to COVID concerns. If appropriate, include quotes from vendors. The committee will not provide more than \$2,500, and may choose to partially fund projects.

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