

Request for Proposals

Summer Undergraduate Research Fellowships (SURF)

The Office of Undergraduate Research and Scholarship invites proposals from all disciplines for Summer Undergraduate Research Fellowships. The goal of the SURF program is to foster a community of undergraduate research and engaged scholarship during the summer months at Radford University. This program will fund a variety of projects where students engage in an original, intellectual or creative contribution to a discipline.

Eligibility:

- All currently enrolled degree-seeking undergraduate students who will graduate after the Fall 2014 semester and who wish to engage in research, scholarship or creative works during the summer are eligible to apply.
- Projects must be carried out under the supervision of a Radford University faculty mentor.
- Each student may only submit one SURF application per year.
- Students who have previously received a SURF award must acknowledge their last award, summarize outcomes and specify how the new project will be different.
- Proposals must get Institutional Review Board approval when necessary.

The complete application must be submitted by February 7, 2014

Grant Amount:

Total grants are not to exceed \$2,500. This includes a \$2000 stipend to the SURF recipient and a \$500 budget for the mentor to justify toward supplies, additional student stipend, or mentor stipend. The expectation is that students will work on average 20 hours a week for ten weeks and be required to fill out Payroll time cards with their mentors. Weekly professional and social functions will be held for the participating students and faculty.

Proposal:

A professional project proposal must be submitted to the Office of Undergraduate Research and Scholarship by February 7, 2014. The proposal must be clearly written with minimal use of jargon and appropriate for a general audience.

Proposals are not to exceed the character limits and applicants are to use the proposal template.

- Cover page
- Project description and narrative
- Anticipated outcomes
- Bibliography
- Faculty Mentor letter of support form and associated letter.

Submit completed proposals by email to ours@radford.edu or hand deliver to the Office of Undergraduate Research and Scholarship in Reed 354. Deadline for applications is 5 pm February 7, 2014.

Students are highly encouraged to make an appointment or visit the Office of Undergraduate Research and Scholarship Tuesdays 9am-12pm and Fridays 12-3pm in Reed 354 for feedback on their drafted proposal. The mentor should help plan the project, assist with proposal and actively participate in project's implementation.

Letter of Support from Faculty Mentor:

The Faculty Mentor Letter of Support Form must be completed with the faculty mentor and an accompanying letter of support should be sent separately by the faculty mentor to ours@radford.edu or hand delivered to Reed 354 by February 7, 2014.

Selection Process:

A multidisciplinary faculty committee will review and select SURF recipients. A final decision on SURF awards will be made by March 7th. Projects will be assessed on the following criteria:

- Is the proposal written so that the multidisciplinary committee can understand the proposal?
- Does the student present an original, creative contribution to a discipline in a professional, cohesive, and organized manner?
- Is the project feasible in scope and provide convincing evidence of the likelihood of completion in time frame outlined?
- Are the research methods presented appropriate to the discipline and project?
- Strong letter of support from faculty mentor indicating significance of the project and excellent student qualifications
- Uniqueness of project from others funded
- Awareness and compliance to IRB and IACUC