

ODUM SCHOOL OF ECOLOGY GRADUATE STUDENT RESEARCH GRANTS

Deadline: 1 March, midnight

Summary. The Odum School of Ecology funds two types of research grants to support graduate student research: large grants (up to \$5,000) and small grants (up to \$1,000). The goal of this program is to assist graduate students in their research programs while encouraging and maintaining excellence in graduate student research. Funds may be used for supplies and expenses, equipment, chemical analyses, lab fees, and research-related travel, but cannot be used for salaries. Funds are intended to supplement but not replace funds provided by major professors. The Odum School of Ecology should be acknowledged in abstracts, publications, and posters, and the Odum School of Ecology must be listed as the recipient's address.

We expect proposals to be of the highest quality, and encourage (and expect) proposals to be well developed and to have been extensively reviewed and revised prior to submission based upon feedback from peers and advisors – this is particularly true for the large grants.

Format and requirements. Proposals should be single-spaced, using at least an 11-point font and 1-inch page margins and submitted as a single PDF. The only difference between “large” and “small” grants is the page length for the main proposal (3 pages for large grants; 1 page for the small grants). Proposals should include the following items with the associated page limits:

1. **Title page (≤ 1 page).** Title of proposal, name of applicant, name of advisor(s), total budget, small or large grant submission.
2. **Main Proposal (≤ 3 pages for large grants; ≤ 1 page for small grants).** Please include the following sections:
 - A) **Introduction.** Provide background information needed to understand and motivate problem and proposed research. Proposals should communicate the significance of the proposed work in language that is clear to scholars in other specialties besides your own, but still provide enough detail to permit technical evaluation by those more familiar with the subject.
 - B) **Statement of the problem.** What questions and/or hypotheses will you address in your research? What is the significance of this work (if not already articulated in the Introduction).
 - C) **Research plan/methodology.** What is the study design? What data do you plan to collect and how? How will the data be used to address the problem? Justify why you have chosen your particular study site / organisms if applicable.
 - D) **Relationship to your thesis/dissertation.** How does this research fit into your overall thesis/dissertation project? Provide a timetable for this project and the completion of your thesis/dissertation.
3. **References (no limit)**
4. **Budget Information (≤ 1 page).**
 - A) **Budget.** Provide a detailed budget that is broken out by fiscal year (fiscal years end on June 30th). Clearly indicate which funds are requested for the current fiscal year; and which are requested for the upcoming fiscal year. If your grant is approved, funds will be allocated by fiscal year, and must be spent in the designated fiscal year.
 - B) **Other funding.** What other funds are available to defray these costs? If your advisor has funds for research in this area, explain what they are contributing and why additional funds are needed. If your advisor has no funds, state this. Do you have other proposals pending or planned (what other attempts at funding have you made)?

- C) **Budget justification.** Provide justification for the requested funds.
5. **Other information ≤ 1 page).**
- A) **Previous support.** What other research funds have you received from OSE? Describe how those funds were used and what you accomplished (including publications and talks).
- D) **Certification.** Include the following statement at the end of your document: "I certify that the above information is accurate and that my advisor has seen and approved the submission of this proposal".
6. **CV (≤ 2 pages).** Please include the date you matriculated into your graduate program and your expected graduate date. PhD students should also indicate if/when they advanced to candidacy.

Evaluation. The Graduate Program Committee will consider the following aspects in evaluating proposals (although evaluations are not limited to these criteria):

1. **General:** Have the guidelines above been followed? Has the student made good use of prior funds, if applicable? Has the student made good progress in their program, as evidenced by the CV?
2. **Significance:** Is the importance of the project made clear? Has the proposal developed a compelling motivation for the proposed work and is the project appropriate to the student's thesis/dissertation? Will completion of the proposed work facilitate the thesis/dissertation?
3. **Design:** Are the objectives clearly defined and the central question(s) clearly identified? Does the student have the necessary background or expertise, and is this demonstrated in the proposal? Is the suggested timetable realistic?
4. **Budget:** Are all requested items necessary? Has the possibility of using equipment elsewhere on campus been explored?

Submission: Each application should be submitted as a single PDF, with the naming convention: StudentLastName-SmallGrant.pdf (for small grants) and StudentLastName-LargeGrant.pdf (for large grants). Submit entries by 11:59 p.m. on March 1 to the graduate program advisor AND graduate coordinator.

Allocation of funds. Funds are limited and we may not be able to make awards to all deserving proposals. In some years, all available funds may not be allocated, depending on the quality and number of meritorious submissions. Partial funding may be provided. All funds that are awarded must be spent by the end of the budgeted fiscal year. The OSE Business Office can assist with questions about allowable expenses, and how to make purchases and obtain reimbursements.

Notification. All applicants (and their advisor(s)) will be notified of the funding decision via email no later than March 15th.

Appeals. All decisions of the GPC are final and may not be appealed. Unsuccessful proposals may be revised and resubmitted the following year.