Summer Research Fellowship Application

TO SUBMIT A PROPOSAL: Follow the format indicated below and submit seven (7) copies to your College/Library office.

Please follow this format and limit your proposal narrative to 2 pages. Failure to follow this format will disqualify your proposal regardless of merit.

I) Cover Page including Name, Department, and project title (only one copy of the cover page should be submitted)

II) Narrative (two pages maximum)
   A) Title of Project
   B) Abstract (summary statement)
   C) Purpose
      1) Need for the project (what is its purpose?)
      2) Objectives of the project (what is to be accomplished?)
         a) Why are you undertaking this project?
         b) What are the expected results of the project?
         c) How does the project fit into your future research plans?
         d) What is the project's relationship to your other professional activities?
   D) Methodology
      1) Describe the activities to be conducted (methods and procedures)
      2) How will the activities accomplish your stated objectives?
      3) Feasibility (where, when, duration) of activities
   E) Contribution of the Project
      1) To the professional development of the applicant
      2) To the body of knowledge in the applicant's academic discipline, current field, or librarian service
      3) The expected end product of the project such as publication or creative activity

III) History and References Page (1 page)
   For each previous internal professional development award over the past three years, please include the information requested below.
   A) Award year
   B) Proposal title
   C) Amount of award
   D) List outcomes as a result of the award
      1) Papers presented, submitted, and/or published; other creative activities
      2) External grant proposals and/or awards