

# Graduate Student Summer Research Fellowship

## Application Instructions

From the Faculty Development & Research Committee (revised August 2007)

**COPIES:** Submit a signed original and 12 copies of the entire following application, including the cover page (signatures page), and curriculum vitae. This instruction page need not be included in the application.

**DEADLINE:** To be considered, all materials must arrive at the Office of Graduate Studies and Research before the deadline. The deadline is 5:00 PM on April 15 (or next business day if weekend or holiday).

**REVIEW:** Applications will be reviewed by the Faculty Development & Research Committee (FDRC), which is composed of two faculty members from each of the four colleges and one faculty member from the library. Thus, your proposal should be written for an intelligent audience outside your specific discipline and you should keep discipline specific technological language use to a minimum. When such language is needed for purposes of brevity, its first use should include a brief definition of its meaning. Evaluation of applications will take into account four criteria: 1) abstract/summary (5 points), 2) scholarly significance (20 points), 3) action plan/methods (20 points), and 4) extramural potential (10 points). Applications that do not adhere to the stated format requirements (see below) will not be considered. ***NB: If you have received this award in the past and are re-applying a copy of your final report must be attached to the current application.***

**COVER PAGE:** The following cover page must be complete with all signatures before submission, including approval by the faculty mentor. It is a courtesy to submit your application to your faculty mentor for signature a week before the deadline.

**PROJECT DESCRIPTION:** After the Cover Page, attach a typed description of your project using double spacing and 12 point Times New Roman font. This attachment must be no longer than 5 pages (1" margins), including references, which may be single spaced. Organize the project description using the following headings:

- (1) Abstract/Summary of Project— do not exceed 150 words
- (2) Scholarly Significance— objectives and expected significance of the project; relation to present state of knowledge in the field, to previous work by the student, and to related work by others
- (3) Action Plan/Methods— outline of the general plan of work including the methodology, experimental methods or procedures to be followed
- (4) Extramural Potential— assessment of the potential for this work to have significance beyond the university (e.g. to lead to dissemination through publications, presentations, exhibitions, performances and/or to further research or funding outside of CWU). Provide information such as anticipated further development of your project, dissemination venue or funding source, and likelihood for success.
- (5) References Cited— relevant literature must be cited and listed in a reference section at the end.

**VITAE:** After the Project Description, attach a curriculum vitae or resume (up to 2 pages) emphasizing appropriate previous education and research, scholarly, or artistic achievements.

**Attach a letter of support from your faculty advisor.**

***If results of this project are published, it is expected that you will include in the publication the following statement: "This investigation (report, study, etc.) was (partially) supported by the Research Fund of Central Washington University, Ellensburg, Washington."***



CENTRAL WASHINGTON UNIVERSITY

File # \_\_\_\_\_  
(graduate office use only)

## Graduate Student Summer Research Fellowship Application

Application for Central Washington University Research Funds  
from the Faculty Development and Research Committee (form revised August 2007)

**(Submit signed original and 12 copies of entire application, including this cover sheet and vitae)**

**Title or Brief Description of Study:**

**Time Period Requested:** (e.g., Summer 2005)

**I have received prior FDRC funding:** Yes / No If yes, what and when \_\_\_\_\_

**I am registered for classes in Summer / Fall quarter.** (Please circle the next academic quarter you are registered for).

I assure the Faculty Development and Research Committee that I meet the eligibility and other requirements as stated in the current guidelines and understand the specific terms and conditions of this appointment.

**Signature of Graduate Student:** \_\_\_\_\_

**Typed/Printed Name of Graduate Student:**

**Typed/Printed Name of Graduate Program:**

**Date of submission:**

**Phone:**

**Mailing Address for notification letters:**

**Typed/Printed Name of Faculty Mentor:**

**Faculty Mentor Approval:** \_\_\_\_\_ **Date:**  
(signature)

**Faculty Comments:**