Application for Summer Faculty/Student Research Fellowships

This application is for faculty/student research proposals for interrelated or collaborative research. Follow the outline below to the extent possible, presenting the details of your proposed plan and all necessary data using a single-spaced format. Your proposal may not require information under all headings; include additional information or delete categories, as appropriate to your project.

As a team, complete one copy of the General Information segment (Sections I through IV). Each member of the team should then complete his/her own copy of the Specific Information (Sections V through XI). The two Specific Information segments must result in a cohesive project showing how the student and faculty member are responsible for distinct aspects of the project. As they reflect the unique responsibilities and qualifications of the applicants, there should be limited repetition in the Specific Information segments: the student must complete his/her section him/herself.

To evaluate your proposal, the Committee needs to know what you wish to do, how you intend to do it, how realistic it is that you will be able to do it, when you will do it, how much it will cost, and the nature of the results you expect. The more simply and concisely this information is supplied, the more quickly and effectively the proposal can be considered.

The final submitted product should include three sections; General Information, Specific Information Student Project; Specific Information Faculty Project.

**GENERAL INFORMATION** (To be completed as faculty-student team).

I. Applicant Team
   A. name and campus address of student applicant
   B. name and campus address of faculty applicant
   C. date of application

II. Nature of Project
   A. student project title
   B. faculty project title
   C. general field of study in which you intend to work (e.g., English studies, Biology)
   D. the specific area in which you intend to work (e.g. Shakespeare’s poetry, plant molecular biology)

III. Facilities Involved
   Discuss the facilities you propose to use in your project (archives, libraries, equipment, etc.)

IV. Terminal Report
   Final reports are to be prepared in poster format for presentation at the fall Faculty Scholarship Celebration. It is expected that, in the publication of results, recognition will be given to Norwich University as a sponsoring organization.
SPECIFIC INFORMATION
Both the faculty member and the student should independently complete their own version of this section with information specific to their particular aspect of the project.

V. Your Name

VI. Description of Proposed Work
State your research question

VII. Approach and Procedure
Give details of your project plan and describe your approach. As appropriate to your project, include descriptions of:
A. type of experiments and/or work to be performed;
B. methods and approach to be used;
C. kinds of information to be obtained; and
D. means and criteria to be used to analyze or interpret the information

VIII. Significance of the Project
A. Through a discussion of pertinent literature and/or other existing work, note the current status of scholarship in this field, with emphasis on significant developments in your area.
B. Specifically note how your project will connect or extend the above scholarship, mentioning any special or unusual ideas or contributions that your project may offer.
C. Cite key references, which should be critical and highly selective, rather than exhaustive.

IX. Personal Qualifications and Endorsements
Your response here will be largely dictated by the nature of your proposed project. Provide information to demonstrate that you are prepared to carry out the specific project you are proposing. This should include any relevant coursework or previous projects or publications undertaken.

X. Project Timetable
Prepare a general time schedule, giving the starting date, significant dates at which major portions of work will be done, and the anticipated completion date. Indicate clearly the working times you intend to spend on your project. Faculty and students who receive Summer Research Fellowships are expected to devote full time to their research projects for a period of 10 weeks.

XI. References Cited
Present a bibliography of references cited, using a format generally accepted in your field of study.