

Burnett Research Scholars Grant Spring 2019

Thank you for your interest in the Burnett Research Scholars Grant. This grant is sponsored by The Burnett Honors College's Office of Honors Research and is open to all UCF freshmen and sophomores who meet the following eligibility requirements **at the time of application**:

- have completed one semester at UCF and have at least four semesters remaining prior to graduation,
- have 3.2 UCF GPA (the Office of Honors Research will verify this through a degree audit; you do not need to submit a transcript),
- have sponsorship from a UCF faculty mentor, and
- have not previously received a grant through the Burnett Research Scholars Program.

The purpose of the Burnett Research Scholars Grant is to foster undergraduate research across the curriculum at UCF. In order to ensure equitable distribution of funding across departments and programs, proposals will be accepted from the following tracks:

- Arts & Humanities
- Business Administration
- Communication and Journalism
- Community-based Research
- Education and Human Performance
- Health and Public Affairs
- Social and Behavioral Sciences
- Science, Technology, Engineering, Mathematics

Each application will be evaluated on the following criteria:

- Originality and depth of project; amount of research completed/breadth of research.
- Feasibility of project objectives within the next year.
- Social and educational impact of the project; significance of the project in furthering the student's research skills and abilities.
- The mentor's recommendation (using the form provided in Appendix 1, pages 5-7).

All proposals will go through a complete review process, and the top five proposals will be selected for funding.

Spring 2019 student recipients will receive a grant of up to \$2,000, and faculty mentors will receive a grant of up to \$1,000. Students who are receiving other forms of funding may still apply for the Burnett Research Scholars Grant, but it will be taken into consideration by the review committee when making awards. Also, please note that completed research or creative projects, such as Honors in the Major theses that have already been submitted, are ineligible for funding. The Burnett Research Scholars Grant only supports current and ongoing research or creative projects at UCF.

The Burnett Research Scholars Grant application should include the following:

1. Grant Proposal Cover Page should be completed by the **student** applying for the funding and signed by both student and faculty mentor. **Appendix 1**
2. A research proposal detailing the following information:

The Burnett Research Scholars Grant proposal should be completed by the student with their faculty mentor. Proposals must be no more than 15 pages in length with an accompanying source list (figures and charts, if applicable, and the source list are not factored into the page count). All pages must be double-spaced and use a 12-point standard font.

- a. **Project Description:** Clearly explain the purpose and objectives of your project. Include relevant literature, research question/ hypotheses, and significance/potential impact of your proposed research to your discipline.
 - b. **Methodology:** Clearly describe how you plan to accomplish your project. Be as specific as possible. If you are conducting scientific research, you may want to include descriptions of your sample population, instruments and procedures. If you are working on a literary project, make sure the investigative approach or comparison you intend is part of a clearly focused discussion. In other creative projects, assess the modalities you will employ to achieve your desired goals.
 - c. **Time Schedule and Budget:** Provide a specific timetable for implementing the various steps of your project. Your timetable should illustrate the feasibility of your project for the coming semesters or year. Also discuss the anticipated expenses of the project and how the funds will be used.
 - d. **Student Background:** Identify past/future academic experiences that have enabled or will enable you to accomplish this project. You may include a discussion of how your faculty mentor will assist you in accomplishing this project. Consider this section an opportunity to inform the review committee of your interest and ability to carry out the proposed project.
 - e. **Statement of Importance to Student:** Explain why this project is important to you and what role it plays in your personal, academic, and/or professional development. Also detail what research skills you hope to gain from this experience.
3. Faculty Mentor Recommendation completed by your faculty mentor for this project.
 4. Mentor-Mentee Agreement.

Please complete the Grant Proposal Cover Page on page 3 and include it with your research proposal and faculty mentor recommendation. Your research proposal should be typed as a separate document and must include all of the components outlined above.

Burnett Research Scholar Grant Proposal Cover Page

Student: _____
First Name Last Name

Faculty: _____
First Name Last Name

Project Title:

PID: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____

UCF E-mail: _____@knights.ucf.edu

Academic College: _____

Academic Major(s): _____ Academic Minor: _____

Current UCF GPA: _____

Anticipated Semester and Year of Graduation _____

List any current or past scholarships or grants received at UCF:

1. _____
2. _____

Have you applied for funding for this project from any other source? Yes No

If so, what source? _____

Please note that any previous funding, including the UCF Office of Undergraduate Research (OUR) Student Undergraduate Research Fellowship (SURF), the OUR Student Research Grant, RAMP awards, and any other outside funding will be taken into consideration by the selection committee when awarding Burnett Research Scholars grant funding.

If awarded the BRS Grant you must fulfill the following requirements during your grant funded semester. Failure to meet any of the below requirements will result in the revocation or repayment of the student's portion of the Burnett Research Scholars Grant:

- Beginning Spring 2019: Enroll in 0 (zero) to 3 (three) hours of independent research credit. These appear as 3905, 4906, or 4912 in the UCF course catalog. Course substitutions for independent study are not accepted.
- Complete two research progress reports that will be signed by the faculty mentor and submitted to the Office of Honors Research at the end of each semester. Templates for progress reports will be provided at a BRS Orientation for scholars in January.
- Submit a completed research report as well as an introspective report to the Office of Honors Research the last day of classes.
- Apply to present a poster of the Burnett Research Scholars funded project at the annual UCF Showcase of Undergraduate Research Excellence (SURE) Spring 2020 or Spring 2021.
- Submit a manuscript of the Burnett Research Scholars funded project to the UCF Undergraduate Research Journal (or other relevant academic journal) for peer-reviewed publication.

By signing below, I acknowledge the above requirements and understand that failure to fulfill any of these requirements will result in the revocation or repayment of the student's portion of the Burnett Research Scholars Grant.

Student's Signature: _____ Date: _____

Student Printed Name: _____

Faculty Mentor Signature: _____ Date: _____

Faculty Mentor Printed Name: _____

Faculty Mentor Email: _____

Faculty Mentor College: _____

Faculty Mentor Department: _____

**Burnett Research Scholar Grant
Faculty Mentor Recommendation**

Applicant Name: _____ Date: _____

Project Title:

The mentor's recommendation is an important part of the grant application. While you may be asked to write more than one mentor recommendation for the Burnett Research Scholars Grant, please be advised that in most cases only one student of any given faculty mentor will be funded each semester.

Please answer the following questions, attaching additional pages as necessary. Please make sure that your student submits your recommendation with the remainder of their grant application. For the Spring 2019 grant, all materials must be received by the Office of Honors Research (TCH 248) by 5:00 PM on November 1st, 2018.

1. How long and in what capacity have you known the student applicant?

2. How would you describe the applicant's academic and or research ability?

3. In your opinion, is the applicant's proposed project feasible within the next year? Is the student capable of adequately completing the objectives of the project with your supervision?

5. What is your assessment of the potential significance of the applicant's project?

5. Please add any further comments/information that you believe would help the review committee in making their decision.

