



ACC COLLABORATIVE SUMMER RESEARCH AWARD

PURPOSE: The ACC Collaborative Summer Research Award offers one undergraduate student the opportunity to travel and conduct research under the mentorship of a faculty member at another [ACC university](#). The award's aim is to improve collaboration between ACC institutions.

AWARD DESCRIPTION: The selected student will receive a \$5,000 stipend to carry out his or her proposed research for eight to twelve weeks at one of the other ACC universities. Funds may be used for living expenses, materials, and/or travel. It is the responsibility of the students and/or his/her FSU faculty mentor to contact the faculty member at the collaborating ACC school.

ELIGIBILITY: All undergraduate students are eligible to apply (with a supervising professor) provided that they:

- Are enrolled at FSU at the time of application
- Will have completed at least 12 credit hours at FSU before initiating the research or creative activity

- Will return to FSU as an undergraduate the fall following the summer fellowship period

TIMELINE: Application Deadline: January 28, 2015; awards announced by March 16, 2015

SELECTION CRITERIA: Selection criteria include the student's academic record and achievement, initiative, expression of academic and career interests, the project's feasibility and intellectual merit, and the possible benefits of the project to the community in question.

REPORTING: Recipients will be required to submit progress reports during the summer and to present their work at the Fall 2015 [President's Showcase of Undergraduate Research Excellence](#).

APPLICATION CHECKLIST AND PROCEDURES: To apply, please complete the online application found at <http://cre.fsu.edu/Students/Research-Funding-Awards> by 4:00 pm on January 28th, 2015. The online application requires a project proposal, personal statement, proposed budget, and two letters of recommendation. One letter of recommendation must come from a FSU faculty member who will serve as the "sponsoring professor." The FSU recommender should make sure to address the project supervision that will be provided by both the FSU faculty member and the faculty member at the other ACC university. Students must be returning to FSU as an undergraduate in the fall semester following the summer award period to be eligible. Recommenders will get an email with a link to submit letters. **Please make sure to inform your professors/recommenders early so that they will have enough time to upload their letters before the 1/28/15 letter deadline.**

FINALISTS: Finalists for the award will be required to interview with the faculty selection committee.

DISCLAIMER: Participants are solely responsible for their actions and activities for the duration of the fellowship experience, which includes any additional expenses, risks, or results associated with such actions or activities.

Applications are available at: <http://cre.fsu.edu/Students/Research-Funding-Awards>
For more information, go to cre.fsu.edu or email cre@fsu.edu

FLORIDA STATE UNIVERSITY
ACC Collaborative Summer Research Award Application Instructions

APPLICATION FORM

Applications will be available at: <http://cre.fsu.edu/Students/Research-Funding-Awards>.
Use template document available on award login page.

PROJECT PROPOSAL (800 word limit)

Present a plan for a project that you will pursue over the summer. Your proposal should describe the problem to be investigated and include a timeline. Describe how you chose your supervising professor and community-based organization and how you expect to work with both parties to execute the research. The proposal should also outline the community organization's research need and how your project will address this need, as well as the organization's willingness to have you execute the research.

Group Projects: If you are applying as a group project, each member must submit a separate application. However, the project title, project proposal, and proposed budget must be the same for each applicant. If the group plans to have a prearranged division of labor for aspects of the project, please outline the details of the arrangement in the proposal.

PERSONAL STATEMENT (500 word limit)

Please describe how you became interested in this topic and any activities that you believe have prepared you to undertake this project. You should also discuss how your research project relates to your graduate school, professional school, or career goals.

Group Projects: This should be unique for each applicant.

PROPOSED BUDGET (250 word limit)

Please prepare a budget for your research project (e.g., airfare, food and lodging/living expenses, supplies/materials, visas, travel insurance, pre-trip vaccinations) as an itemized list. Your budget cannot include tuition.

Group Projects: This should be the same for each member of the group.

LETTERS OF RECOMMENDATION

You must upload two letters of recommendation; one must be from your supervising professor. The letter from your supervising professor should describe how your project fits within the field of study, confirm the availability of any necessary equipment or resources, describe the supervision that will be provided, and endorse you as a qualified applicant. Each supervising professor may only endorse one project application per application year.

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The other recommendation should attest to your research capabilities and potential and should be from a faculty member or professional working in a research-based context. Links to upload the letters will be automatically sent to the faculty members you list on your submitted application.

* Faculty members will submit these letters electronically to the link provided to them in an automatic email when you submit the application. Letters are due 1/28/15. If there is an issue with electronic submission, you may turn them in in sealed envelopes to the CRE. **Please make sure to inform your professors/recommenders early so that they will have enough time to upload their letters before the 1/28/15 letter deadline.**

INCLUSION OF HUMAN SUBJECTS (250 WORDS, IF APPLICABLE)

If your research involves human subjects (as defined by FSU's Institutional Review Board), please identify the participants (e.g., vulnerable populations) you hope to recruit for your project as categorized by FSU's Institutional Review Board. Please outline the methods you intend to use to protect them. Projects subject to IRB review must receive committee approval before data collection begins. It is not, however, expected that you have already submitted an application for IRB approval prior to submitting your application for this summer research award. Your faculty mentor should offer guidance in this process, and IRB offers additional training and assistance.

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