

GUIDELINES FOR ID-SURE PROPOSALS

Faculty-mentored research and creative projects require not only dedication, planning, and a substantial time commitment, but also funding. Undergraduate researchers at UCI have the opportunity to submit proposals to request funding from programs sponsored or co-sponsored by UROP.

Call for Proposals

The Inter-Disciplinary Summer Undergraduate Research Experience (ID-SURE) provides funding for UCI undergraduates from all disciplines who are conducting interdisciplinary summer research projects or creative activities related to health promotion and disease prevention under the guidance of UCI faculty members. Students have the opportunity to become immersed in a research topic for a full-time eight-week period, or the equivalent of 320 hours. Once the annual Call is announced, students have approximately one month to submit their proposals. Funded in part by the National Institutes of Health, ID-SURE is administered jointly by the UCI Health Promotion Center (HPC) in the School of Social Ecology, and the Undergraduate Research Opportunities Program (UROP) in the Division of Undergraduate Education.

Applications are available on the UROP Web site. Proposals that do not require funding or are already receiving adequate funding from departmental or other sources may be submitted for appointment as an honorary ID-SURE Fellow without funding.

Proposals are evaluated on the intellectual merit of the student's research, a complete application, the level of support from the faculty mentor, the student's transcript, and available funding. The ID-SURE Selection Committee reviews the proposals and makes recommendations on funding; final decisions are based on quality and available funding. Also keep in mind when you develop your timeline that students who receive a fellowship MUST present their findings and write a report at the end of the ID-SURE experience, and are encouraged to present at the UCI Undergraduate Research Symposium held in May. Also, we invite students to submit their research findings to *The UCI Undergraduate Research Journal*.

Who is Eligible?

To be eligible for ID-SURE funding, students must be undergraduates in good academic standing, and must also have been involved in a faculty-mentored research project or creative activity for at least one quarter prior to the beginning of the summer (Spring Quarter involvement is acceptable). Students who are graduating within a quarter of submitting their proposal are not eligible for ID-SURE.

Team Projects

Each undergraduate team member should submit a separate proposal, because potential awards involve individual stipends for each participant's time.

Contents of the Proposal

The proposal should be prepared by the student applicant(s) and jointly submitted by the student(s) and his/her faculty mentor(s). Proposals should convince the reviewers of the significance of the project and need for funding. Typically a proposal is about five pages, but if needed, you can add further documentation, such as a survey that you are administering or data that you have collected. Submit your proposal online by entering information about you and your faculty mentor(s), and providing or uploading the following:

- The proposal, which includes a thesis, purpose, objective, and approach; the student's specific responsibility; the project's timeline; and a list of works cited.
- A personal statement for the student applicant.
- The appropriate IRB or IACUC protocol number, if the research involves human subjects or the use of live vertebrate animals.

A confirmation e-mail is sent to the undergraduate researcher and faculty mentor(s) once the submission has been received. This confirmation provides secure links that allow the student and mentor(s) to access and update the submission. In addition, faculty mentors are asked to upload a letter of recommendation.

The Research Proposal

Proposals should answer these questions:

- Why am I doing this project? What issues/problems/questions will I explore and answer?
- Is my topic too broad or narrow to manage?
- What are my goals for the project? How will I get there? What do I hope to realize as a result of my efforts?
- Are there sufficient sources for me to use in my project?
- Will I be dedicating the time needed to complete the project within the timeline proposed?

You can see past proposals that have been accepted for funding on the UROP Web site (www.urop.uci.edu).

Thesis, Purpose, Objective, & Approach

You will likely start your project by asking a rudimentary research question. In a sense, your thesis statement is your answer to the central question or problem you have raised. Writing this statement will enable you to see where you are heading and to remain on a productive path as you plan and write. Beginning your proposal with your thesis statement frames everything that follows.

This section should also describe your purpose—what your topic is—with a clear research question, and why this topic is unique or important to your field. Make sure you clearly state the significance of your research to your field, and to the general public. Describe the objective by telling what you have completed in your project, what you will be accomplishing, and its intended outcome. Illustrate your methods and demonstrate the feasibility of the project as well. Support your research with details, and express any practical concerns and/or difficulties you may incur and how you will overcome them.

Responsibility

Describe your specific duties for the project. Explain how you will interact with your faculty mentor during the course of the research. Discuss any collaboration you may have with other research personnel involved in your project.

Timeline

Produce a schedule of activities for your research. Be sure to give yourself plenty of extra time in your timetable in case some activities take longer than predicted. Most applicants' schedules list tasks by week or month.

References

List books, articles, and any other outside sources that were used in preparing your proposal or that have contributed to your expanded knowledge about your area of research. These references help establish why your research is essential to the field and add credibility to your proposal by showing that you have done the research necessary to carry out your project.

Personal Statement

This tells the evaluators who you are, why you want to pursue this research, and what impact you expect the experience to have on your future career. Include your research background and describe how it might have influenced your education. You should also explain what you have accomplished so far in the field you are researching, including relevant classes that you have taken, and how this opportunity will help you realize your goals. Also include why you chose this topic for your research project and why you should receive funding. A personal statement can also elaborate on information you normally include in your resume. With your permission, we will download a copy of your transcript; you do not need to provide that to us.

Letter of Support

This is written by your faculty mentor(s) and is an evaluation of your performance and capacity to complete the proposed activities. We will request your letter of support from your faculty mentor(s) after you submit your proposal.

Research Conduct Rules

If your project involves human and/or animal subjects, you must provide the appropriate IRB or IACUC protocol number approving your study. The IRB or IACUC approval must be obtained at the beginning of your project. If a protocol that includes your name has been submitted for review to the appropriate IRB or IACUC committee, but a protocol number has not been provided, then please indicate "pending." Visit the UCI Office of Research Administration Web site (www.research.uci.edu/ora/) for more information.

Additional Research Funding

In addition to the ID-SURE Fellowships, UROP administers or co-sponsors several additional programs that support UCI undergraduates' time and effort in conducting a faculty-mentored research project or creative activity during the summer. These programs, which include SURP, E-SURP, and SURF-IT, are described on the UROP Web site.

Students wishing to improve their chances for funding may apply for more than one summer program. No student, however, will receive an award from more than one of these programs. Student researchers who need funding for supplies for a summer project can also submit a proposal for the UROP Fall or Spring Call for Proposals.

Workshops and Deadlines

Proposal Writing Workshop

Wednesday, April 24, 2013, 3–5 PM
Student Services II, Classroom 1010A/B

ID-SURE Call for Proposals

Deadline: Monday, May 6, 2013

Related Workshops and Deadlines

UROP Proposal Writing Workshop

Wednesday, October 24, 2012, 3–5 PM
Student Services II, Classroom 1010A/B

UROP Fall Call for Proposals

Deadline: Monday, November 6, 2012

UROP Spring Call for Proposals

Deadline: Monday, May 20, 2013

SURP Call for Proposals

Deadline: Monday, May 6, 2013

E-SURP Call for Proposals

Deadline: Monday, May 6, 2013

SURF-IT Call for Proposals

Deadline: Monday, April 8, 2013

Contact Information

Edwards Lifesciences Center

2400 Engineering Hall
Irvine, CA 92697-2730
Phone: (949) 824-0071
E-mail: cardio@uci.edu

UROP

Student Services II, Suite 2300
Irvine, CA 92697-5685
Phone: (949) 824-4189
E-mail: urop@uci.edu