



Faculty-Student Research Award (FSRA)

Guidelines and Instructions

AY 2024-2025

The Graduate School invites applications for the Faculty-Student Research Award. Full-time tenured and tenure-track faculty members and full-time professional track faculty who advise and mentor graduate students at the University of Maryland at College Park are eligible to apply.

The wide variety of faculty research, scholarship, and creative projects on campus provide unique opportunities to mentor and support graduate students. Starting in AY 24-25, the **Faculty-Student Research Award provides \$15,000 to support a faculty project that directly involves graduate students**. Proposals require a detailed description of the faculty project, and a description of how the student will benefit.

Faculty looking for support for a project that does not directly involve graduate students can apply for the Independent Scholarship, Research, and Creativity Award ([ISRCA](#)) offered by the Office of the Provost and the Division of Research. Unlike FSRA, ISRCA has no requirement for graduate student involvement. Faculty may not apply for both the FSRA and ISRCA in the same academic year. Students looking for support for their dissertation research can apply for student fellowships and awards [found here](#).

The application deadline for FSRA is **Wednesday, January 10, 2024, by 5:00 p.m.**

GRADUATE STUDENT INVOLVEMENT AND USE OF FUNDS

Examples of graduate student involvement include, but are not limited to:

- financial support of a graduate student, such as hiring a graduate student to perform duties associated with the project or paying for travel-related expenses for a graduate student;
- direct graduate student involvement in the research, scholarship, or creative activity (e.g., co-authorship, data collection, data analysis);
- active mentorship in support of a student's academic and professional success.

Examples of acceptable use of funds include, but are not limited to:

- financial support for a graduate student by hiring them to perform project-related duties in accordance with university policy;
- project-related equipment and/or material
- travel expenses incurred by the applicant and/or graduate students.
- In a limited number of exceptional cases (e.g., where a project would not otherwise be feasible), FSRA funds (\$5,000 maximum) can be allocated as a summer stipend for an unfunded faculty member.

The costs associated with hiring a graduate student and/or release from teaching vary across campus. Applicants should discuss plans for the use of the award funds with their department chair. Departments may provide additional support for the proposal, at the chair's discretion.

FSRA funds cannot replace funding under a grant or contract, although supplemental funding is allowed to pursue research that is clearly outside the scope of the grant or contract. If external support for the project is received for the same period, the FSRA will be forfeited.

AWARD ELIGIBILITY

Full-time tenured and tenure-track faculty members and full-time professional track faculty who are Full or Associate Members of Graduate Faculty and serve on graduate student thesis and dissertation committees at the University of Maryland are eligible to apply.

The award period is for AY 24-25 which begins on July 1, 2024. Funds will be available in July 2024.

The proposal must be a faculty project and must directly involve graduate students. In most cases, the faculty member will be the research advisor for the student(s) involved in the project and the current or prospective chair or co-chair of their thesis committee. *Faculty seeking support for a project that does not directly involve graduate students should apply for the [ISRCA](#). Students looking for support for their dissertation research can apply for student fellowships and awards [found here](#).*

Faculty are eligible to receive a Faculty-Student Research Award one time in any three-year-period. A faculty member who received the Faculty-Student Support Award in AY 2021-2022 would first be eligible to receive another FSRA in AY 2024-25, which is the January 2024 competition cycle.

REPORTING REQUIREMENTS

Award recipients must submit a one-page report on the progress or results of the project within three months of the completion of the award period. The report should include which graduate students were involved in the project and how they benefitted as a result the project.

Award recipients and students supported by the award should acknowledge the Graduate School FSRA in publications or other materials supported by the award: "This project was supported by the University of Maryland Graduate School Faculty-Student Research Award."

Please submit a copy of the final product to the Graduate School (gradschool@umd.edu) upon publication or presentation.

SELECTION PROCESS

The FSRA selection committee comprises faculty from various disciplines across the campus. Please present your proposal in language and a format understandable by scholars who are not specialists in your discipline. Committee members will evaluate proposals based on the following evaluation criteria:

- Graduate student benefit and involvement with the faculty project (direct experience and/or financial support)
- Impact and significance of the project
- Use of funds and feasibility of the proposal

FSRA recipients may be asked by the Graduate School to serve on an Award Selection Committee in subsequent years.

APPLICATION INSTRUCTIONS

The Faculty-Student Research Award application requires: (1) the application cover sheet, (2) a project description, (3) Graduate Student Involvement and Use of Funds Statement with a budget, (4) the applicant's CV, and (5) a letter of support from the Department Chair.

1. **Application Cover Sheet** (*page 4 of this document*)
2. **Project Description** (*up to three pages, single spaced, 12-point font, one-inch margins*)
The project description should be written for non-specialists. It should include a description of the project; significance and expected impact of the project; work completed to date; timetable for completion; site where the project will be conducted; methods or creative procedures to be used; and anticipated deliverables (book, technical report, journal article, paper for scholarly meeting, performance, recording, sculpture, etc.).

The bibliography does not count as part of the page length of the proposal.

3. **Graduate Student Involvement and Use of Funds Statement**
(*1 page, single spaced, 12-point font, one-inch margins*)
Please provide a detailed account of how graduate student(s) will be involved and benefit from this project. What are the tangible benefits for the student(s)? If possible, include the names of the student(s) who will be included. Please provide a proposed budget.

In a limited number of cases (e.g., where a project would not otherwise be feasible), FSRA funds (\$5,000 maximum) can be allocated as a summer stipend for an unfunded faculty member.

4. **Curriculum Vitae** (*four-page limit*)
5. **Letter of Support from the Department Chair**
The Awards System will prompt the department chair (or chair designee) to submit their Letter of Support. The Letter of support should include details about how funding for this faculty project will benefit graduate student mentorship and/or graduate student support. Also, the letter should provide information about the discipline and/or the project that will help a multi-disciplinary committee evaluate the proposal.

The applicant should submit items 1-4 to the Awards Portal. The department chair should submit the letter of support to the Awards Portal. GS Awards Portal: <https://terpengage.umd.edu/gsaawards/s/>.

CONTACT INFORMATION:

Please direct any questions to Program Director Robyn Kotzker, Office of Funding Opportunities, Graduate School (x5-0281; rkotzker@umd.edu).



**FACULTY-STUDENT RESEARCH AWARD
APPLICATION COVER SHEET (AY 2024-25)**

The FSRA application must include: **(1) this application cover sheet, (2) project description, (3) graduate student involvement and use of funds statement, (4) the applicant's C.V., and (5) a Letter of Support from Department Chair.**

If the applicant is the chair of the department, then please designate a dean or associate dean to provide the Letter of Support.

The applicant should submit items 1-4 to the Awards Portal. The Department Chair will get a prompt from the awards portal to submit the Letter of Support separately. GS Awards Portal: terpengage.umd.edu/gsawards/s/.

Name: _____

College & Department: _____

Current rank: _____

Name of your Department Chair (or Chair Designee): _____

Title of faculty project: _____

The timeframe for this project is: ☐ Summer 2024, only
 ☐ Semester long (Fall 2024, Spring 2025, or Winter break)
 ☐ AY 24-25 full year

Compliance: Does your project require IRB approval? ☐ Yes ☐ No
(If yes, please submit your IRB approval number before the award period begins)

Graduate Student Involvement: Please list names of the student(s) who will be involved with the project:

Faculty Awards: Please list previous University of Maryland research/scholarship/creative activity support awards, including previous FSRA's, ISRCA's, RASA's, CAPAA's, college or department awards, sabbaticals.

External Funding Sources: Please list (1) external sources to which you have applied for funding to support this project, and (2) external funding sources you currently have for any project and provide the title of each project.