THE
GRADUATE SCHOOL

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Faculty-Student Research Award (FSRA)
Guidelines and Instructions
AY 2020-21

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. FSRA enriches the graduate student experience while assisting faculty in their academic pursuits.

The wide variety of faculty research, scholarship, and creative projects on campus provide unique opportunities to mentor and support graduate students. The Faculty-Student Research Award provides $10,000 to support a faculty project that directly involves graduate students. Proposals require a detailed description of the project, an explanation of how graduate students will benefit, and a proposed budget.

FSRA complements the Independent Scholarship, Research, and Creativity Award (ISRCA) offered by the Office of the Provost and the Division of Research and replaces the former Research and Scholarship Awards (RASA) and Creative and Performing Arts Awards (CAPAA). 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.

The application deadline for the FSRA and ISRCA is **Tuesday, October 1, 2019, 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); and active mentorship in support of a student's academic and professional success.

The proposal must also include an account of how the award funds will be used. 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, and paying for project-related and travel-related 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), funds may be used to provide partial release from teaching or partial summer stipend for the faculty member.

Please note:
- 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 committees at the University of Maryland are eligible to apply.

The proposal 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.**

One FSRA award in any three-year-period is permitted. A faculty member who took a Graduate School Faculty Award (previously RASA and CAPAA) in AY 2016-2017 is first eligible to receive another Graduate School Faculty Award (currently FSRA) in AY 2020-21, which is the Fall 2019 competition cycle.

REPORTING REQUIREMENTS

Award recipients must submit a 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. The reporting form template can be found here.

Award recipients 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 be asked to evaluate proposals based on the following evaluation criteria:

- Graduate student benefit and involvement with the project (direct experience and/or financial support)

- Impact and significance of the project

- Use of funds and feasibility of the proposal

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

APPLICATION INSTRUCTIONS

Applications will be accepted through the [Graduate Schools Awards Portal](#).

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

1. **Application Cover Sheet** *(found online and on 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 Budget**
   (one page, single spaced, 12-point font, one-inch margins)
   Please provide a detailed account of how your graduate student(s) will be involved and benefit from this project. If possible, include the names of the student(s) who will be included. Also provide a proposed budget.

4. **Curriculum Vitae** *(four-page limit)*

5. **Letter of Support from the Department Chair**
   The Letter of Support should include details about how funding for this 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: http://apps.gradschool.umd.edu/GSAwardsSystem/.

CONTACT INFORMATION:

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

FACULTY-STUDENT RESEARCH AWARD
APPLICATION COVER SHEET (AY 2020-21)

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 the Department Chair.**

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: http://apps.gradschool.umd.edu/GSAwardsSystem/.

Name:

College & Department:

Current rank / date of appointment:

Title of your proposed project:

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 students who will be involved with the project:

Use of Funds: Please provide an account of how the award funds will be used.

Faculty Awards: Please list previous University of Maryland research/scholarship/creative activity support awards, including previous RASAs and CAPAAs, 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.

*A **complete application package** includes: (1) this cover sheet, (2) a Project Description, (3) a Graduate Student Involvement and Use of Funds Statement, (4) your CV, and (5) your Chair's Letter of Support.*