
The Center for Undergraduate Research and Creative Activities (CURCA) is seeking proposals for the 2015 Faculty – Undergraduate Summer Engagement (FUSE) program to support undergraduate research and creative activities in all academic areas. At UNG, undergraduate research is defined as “an inquiry or exploration conducted and disseminated by an undergraduate student that makes an intellectual or creative contribution to the discipline or to applied practice.”

FUSE seeks to engage teams of faculty and students in focused and meaningful research, scholarly and creative activities from May 11 – June 26, 2015.

FUSE research teams will be awarded a faculty stipend of $4,000, a student stipend of $2,500, and up to $500 for materials necessary to complete the scholarly project. On-campus housing for participating students is not available as part of this program. Applications are restricted to students who will be sophomores, juniors or seniors in the fall of 2015 and who will not graduate prior to May of 2016.

The deadline for receipt of proposals is 5:00 PM, Friday, October 31, 2014. Submit the proposal to the CURCA e-mail account (curca@ung.edu) with the subject line “FUSE Summer 2015.” Late or incomplete applications or applications not adhering to the guidelines specified below will not be accepted.

GUIDELINES AND PROGRAM INFORMATION


- CURCA expects to fund teams consisting of one faculty member and one undergraduate. Teams with more students and/or faculty will be considered within the scope of the proposed project. In the event of multiple participants, CURCA will only provide one faculty and one student stipend, but the stipends may be shared.

- The purpose of the FUSE program is to facilitate a research immersion experience for students during which they collaborate directly with a faculty mentor on a continual basis, as appropriate for the particular academic discipline.

- Students will only be allowed to matriculate for a maximum of 4 course hours for each particular session spanned by the FUSE program. It is expected that students will spend an average of 40 hours a week working on the research project.

- All FUSE participants will meet at least 3 times during the program to discuss the progress of their research and creative projects. Meeting dates will be announced several months before FUSE begins.

- Please keep in mind that given the disparity of faculty and student class schedules across campuses, meetings may happen early in the morning or late in the evenings. All faculty and student participants must attend these meetings.

- FUSE teams must attend all programmatic activities outlined above to receive their stipend.
PROPOSAL FORMAT

I. Cover Sheet

Title of the Proposal:

For each student and faculty mentor involved in the project, please include:

Name:

Email Address:

Department:

II. Narrative (2 pages max.)

- **Description of proposed research project or creative activity.** Since a faculty committee with diverse backgrounds will review proposals, the proposal narrative should be scholarly but accessible to people outside the particular field.

- **Significance of the proposed work.** Include an explanation of how the proposed work fits into the broader research or creative field at the regional, national, and/or international level.

- **Goals and expected products.** Provide a brief description of the goals of the project or activity and the final product(s) expected at the end of the funding period. Examples of products include: presentations at local, regional, or national academic conferences, or to community or business partners; exhibition of the work produced; a publication; or a grant proposal.

- **Plan for faculty-student collaboration and mentorship.** Include a brief description of the expected schedule of student-faculty meetings or interactions during the program and how these will facilitate the progress of the project. Also include how the faculty member will mentor the student to maximize the chances of his or her success during the program and beyond. Faculty participation should result in projects that meet the scholarship expectations described in the departmental promotional and tenure guidelines.

III. Budget and timeline (1 page max.)

- A detailed budget including all categories of expected expenditures must accompany the proposal. **The maximum amount of funding for materials is $500.** Travel is only allowable if it is directly related to completion of the project. Expenditures outside the proposed budget are not allowed without prior approval. **All purchases must be completed by the first of May, 2015.**

- Proposals must also include a brief timeline for accomplishing the goals and expected products of the project. Certain products, such as presentations at conferences or shows, may extend beyond the timeframe of the FUSE 2015 summer program.
IV. Certifications

- **Faculty certification.** Include the following statement: “I hereby certify that (name of faculty member) will not earn more than 27% of his/her academic salary during the summer 2015 session. I am committed to mentoring (name of undergraduate) on a continual basis during the period of the FUSE 2015 program.” The faculty mentor and department head must sign this certification.

- **Student certification.** Include the following statement: “I hereby certify that I, (name of student), will commit at least 40 hours per week to the scholarly project described in this application. I also certify that I am not enrolled in more than 4 course hours during each summer session spanned by FUSE. Finally, I certify that I will complete the necessary paperwork and training with the Human Resources and CURCA offices prior to beginning my grant. I am aware that failure to comply with these three requirements may result in the forfeiture of my summer stipend.” The student must sign this certification. *If deemed appropriate by the faculty-student team, and depending on the academic field and project proposed, the total number of student involvement hours may be reduced to 20-30 hours/week. If reduced, a brief justification must be included in the student certification section.*

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CURCA expects to fund approximately 6 faculty-student teams. **As a condition of acceptance, Faculty-Student teams are required to:** 1) attend all meetings, 2) complete the FUSE 2015 survey within two weeks of the end of the FUSE 2015 program, 3) submit a post-award report summarizing the outcomes and products of the funded project within one year of the end of the FUSE 2015 program, and 4) present results at the UNG Annual Research Conference (ARC), or another CURCA-sponsored event, or a disciplinary conference or event within one year of the award.

It is the student’s responsibility to complete the appropriate paperwork (including a W-9 form) with Human Resources before beginning the grant.

Please visit the CURCA website for additional resources you may find useful in preparing your application. In addition, CURCA has scheduled the following information workshops:

**FUSE APPLICATION WORKSHOP**

**Wednesday, October 15th and Friday, October 17th**

Dahlonega: Stewart 260

Gainesville: Nesbitt 2214

Oconee: RSVP to CURCA@ung.edu

Cumming: 246

09/30/14-awl