



## **BUILD Research Support Proposal Guidelines**

BUilding Identity Leading to Diversity (BUILD)

*Stipends could affect your financial aid package, contact the financial aid office for more details.*

**Eligibility:** BUILD scholars

**Purpose:** The purpose of this program is to provide non-service participant research and development training as outlined in the BUILD grant for financial support for BUILD scholars. Funds can only be used for non-service participant stipends for unpaid research. This research can be on campus as well as off campus. Each student can receive a maximum stipend awarded of \$2500 per semester, and a maximum amount of \$5000 per year.

**Application Process:** Email a Word document or PDF file that includes the information requested below to Lori Taylor ([ltaylor50@msudenver.edu](mailto:ltaylor50@msudenver.edu)).

- This is not a competitive process
- For questions Contact: Dr. Mike Jacobs [mjacob35@msudenver.edu](mailto:mjacob35@msudenver.edu) or Dr. Meg Filbin [mfilbin1@msudenver.edu](mailto:mfilbin1@msudenver.edu)

## **APPLICATION**

Complete a word document with the following information. Be sure to structure your document according to the following outline.

### **PART 1. STUDENT RESEARCHER INFORMATION**

- I. Enter your name
- II. Your student ID number
- III. Best phone number to reach you

### **PART 2. RESEARCH MENTOR INFORMATION**

- A. Enter First and Last name of your research mentor
- B. Enter your mentor's email address
- C. Enter your mentor's phone number
- D. Signature from your mentor

### **PART 3. Project Description**

- I. Title of Project
- II. Project Abstract: (up to 250 words) Provide a brief overview of your proposed project. The goal of your abstract is to provide a concise and complete description of your research project. As a guide, dedicate 1 to 2 sentences to each of the following components of your project: the purpose, method, and expected results/implications.
- III. Project description: (Limited to 2 pages)  
Objective: Clearly state the purpose of your project. What research question, problem statement, or hypothesis will you investigate? Provide adequate supporting background information.
  - I. Method of Inquiry: Explain methods and procedures you will use to conduct your investigation or exploration.
    - i. Provide enough detail to allow non-experts to understand the function and purpose of each step as it relates to the overall goal or importance of the project.
    - ii. Analysis and interpretation: Discuss how you will be able to use the information gathered via your method of inquiry to address the objective(s) you described above.
  - II. Expected outcomes: Describe how your project will contribute to the literature. Articulate how the outcomes of your project will enhance knowledge and understanding of the topic under investigation.
- IV. Timeline: Provide a timeline that demonstrates how you will complete the project within the allotted time. Your timeline should provide a schedule of when you plan to begin, complete major steps, and milestones in your project.
- V. Budget Request and Justification: Provide the amount requested along with a schedule of training days and hours.

**Part 4. Describe what you hope to gain from your research experience and how it might help you to attain your education and/or career goals (up to 250 words).**

### **Part 5. Research Products, Dissemination of Your Training, and Skills Development**

- I. Once you have completed your research, you will need to turn in a report **within two weeks** of your project ending. Your report should include the following:
  - a. Summary of Abstract
  - b. Methods
  - c. Results
  - d. Conclusion
- II. Describe what you have gained from your research experience
- III. Provide a picture of you doing research or your presentation/poster.

- IV. You may be asked to present your research either in a monthly meeting, EPA Student Scientist panel, or in a local conference. Furthermore, you are highly encouraged to present in a regional or national conference.