**Graduate Research Fellowship**

**Proposal Template**

**2016**

**Rev 1.0**

**The Graduate School**

**Texas Tech University**

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# **Project Summary**

|  |  |
| --- | --- |
| **Yourself (1 or 2 characteristics)** |  |
| **General question or problem area** |  |
| **Specific objectives** |  |
| **Methodology** |  |
| **Outcomes** |  |
| **Broader Impacts** |  |

# **Introduction**

**This is a concise orientation to the project.**

|  |  |
| --- | --- |
| **Motivate the reviewers – why is the research/project important?** |  |
| **Provide a clear statement of the major goals of the research, project, or training as a whole.** |  |
| **Link need for funding and the proposed work/training/project to the sponsor’s intent of the fellowship**  **(target to audience).** |  |

# **Background**

|  |  |
| --- | --- |
| **Develop the theoretical framework for the project through a scholarly review of the literature.** |  |
| **Articulate the rationale and significance of the project.** |  |
| **Demonstrate the feasibility of the project.** |  |
| **Demonstrate that you know what has been done using literature citations (*page restrictions often limit what you can include, so be selective*).** |  |

# **Objectives**

* **Place objectives (immediate) in context of goals (ultimate)**
* **List objectives in no more than 1-2 sentences.**
* **Don’t confuse objectives (ends) with methods (means).**
* **A good objective indicates what will be done and when (consider putting in phases) it will be done.**

|  |  |  |
| --- | --- | --- |
| **Goals**  **(ultimate outcome)** | **1** |  |
| **2** |  |
| **3** |  |
| **Objectives**   * + **Specific (what precisely will be done)**   + **Immediate (indicate time frame during which problem/work schedule will be addressed)**   + **Measurable**   + **Practical**   + **Logical**   + **Evaluable** | **1** |  |
| **2** |  |
| **3** |  |

# **Methods**

|  |  |
| --- | --- |
| **Indicate how your system/approach will reveal novel insight into problem** |  |
| **Indicate what specific approaches will be used and why** |  |
| **Indicate, if applicable, what means will be taken to validate proposed approaches** |  |
| **Identify potential pitfalls and describe alternative approaches** |  |

# **Outcomes**

|  |  |
| --- | --- |
| **How will you know if your questions are answered?**  **(measurable indicators)**  **(quantified metrics)** |  |
| **What will you have to show for your effort?**  **(products)** |  |
| **How will the results impact your field?**  **(publications)**  **(commercialization)** |  |
| **How will the results impact society?**  **(broader impacts)** |  |

# **Project Site**

|  |  |
| --- | --- |
| **Institution info** |  |
| **Lab info** |  |
| **Mentor info** |  |
| **Equipment and facilities info** |  |

# **Qualifications**

**Demonstrate that you have the knowledge, experience, skills, and interest to conduct the project.**

|  |  |
| --- | --- |
| **How does the project/training fit in with your long-term goals?** |  |
| **Indicate special background/skills or preparatory work (*e.g*., language/skills to be mastered, previous fieldwork/practice, *etc*.)** |  |
| **Capacity of the proposed training environment to contribute to the successful completion of the project** |  |
| **Other evidence of promise to carry out project successfully** |  |

# **Letters of Reference**

**Soliciting effective letters of reference**

* + **Someone who knows of your abilities and potential**
  + **Provide them with:**
    - **a summary of your experience and abilities**
    - **a resume/CV**
    - **statement of research and career objectives**
  + **Explain any discrepancies or challenges in your resume**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Name** | **Credentials** | **Relationship** |
| **1** |  |  |  |
| **2** |  |  |  |
| **3** |  |  |  |