UNIVERSITY OF WISCONSIN – SUPERIOR
2020 SUMMER UNDERGRADUATE RESEARCH, SCHOLARLY
AND CREATIVE ACTIVITY PROGRAM
DEVELOPMENTAL PROJECT APPLICATION GUIDELINES

Developmental projects provide opportunities for students who may not be ready to undertake a fellowship to learn research skills and gain experience in their discipline by working closely with a faculty or staff mentor. Developmental projects should be appropriate for the student's level of experience and the 100-hour timeframe; acceptable projects include activities such as literature reviews, data collection, analytical work, and exploratory work that lays a foundation for future research. Developmental projects may include more mentor involvement and direction than fellowship proposals. Proposals may be written collaboratively by students and mentors, but should be submitted by students.

To apply, students should submit a 2 page (maximum) single-spaced Word document (12 point font) that addresses each of the areas below. Please use the outline below and number the sections.

Mentors must submit a mentor plan along with the student proposal. Applications with incomplete or missing mentor plans will not be considered.

Submit applications electronically to ursca@uwsuper.edu by noon on **May 11th, 2020.**

STUDENT APPLICATION

1. **Project title**

2. **Student name, year, and ID#**

3. **Type of application: Developmental (100-hour project)**

4. **Faculty/staff mentor's name and department**

5. **Project description:** What is the project that you propose to undertake? The project description should be clearly written and understandable by someone outside your field of study. Be sure to include:
   a) **Research topic or question**, if appropriate, or creative/project goal stated and clearly described;
   b) **Method**s - How will you go about answering your research question or achieving your goal? Describe the activities you will undertake as part of your project;
   c) **Timeline** - Provide a timeline of when you expect to complete the project activities during the summer. Be realistic about what you can accomplish in 10 weeks/100 hours!
   d) **Budget** – Identify any expenses anticipated for the project, and where funds for the expenses will come from. These might include copying, postage, gas, or purchasing supplies or materials. The program does not provide additional funds for supplies and expenses - these must be covered by the student stipend, provided by the department of the faculty/staff mentor, or another source.
   e) **Project outcome and/or final product** – what will you have accomplished when you are finished with the project? This could be a contribution of data/information to a larger project, a piece of artwork, or a scholarly report, for example.

Due to the COVID-19 pandemic, all projects must be suitable for the campus's current alternate delivery format and conform to UW-Superior's health and safety protocol.

Projects that involve any activity where humans will be studied, including interviews, surveys, or questionnaires which will collect human data and use it in any way, must be approved by the UW-Superior Institutional Review Board (IRB). Review the information on the IRB web page at https://www.uwsuper.edu/irb/index.cfm with your mentor and complete the IRB Decision Tree Survey together in order to determine the level of review your project needs. Contact the IRB at irb@uwsuper.edu if you have specific questions. IRB review will be available over the summer if needed, but this step must be completed early in the project timeline.

6. **Prior research/scholarship/creative experience:** Do you have any previous experience with a research, scholarly or creative project through coursework, employment, or another activity? This is not a requirement, but helps reviewers evaluate student readiness to undertake the project they have proposed.

7. **Personal statement:** Include a brief statement describing why you are interested in doing this project. What will you learn from it and what do you hope to gain from the experience?

MENTORING PLAN – to be provided by faculty/staff mentor

The mentoring plan is in addition to the 2- page proposal, but should accompany it. Please use the following format:

1. What is your assessment of the student's preparedness to take on and complete the project proposed?
2. How will you work with the student to teach research skills and proficiencies, provide guidance, and support student development over the course of the project? Please identify student learning outcomes for the project.
3. When and how will you meet with the student?
4. Please identify the type and duration of your other commitments for the summer.

Review Process for Developmental Project Applications

- Applications will be reviewed by the Director of Undergraduate Research, Scholarship, and Creative Activity and the Associate Dean of Academic Affairs.
- Reviewers will consider these criteria:
  - ➤ Clarity of the project description and the likelihood that the student will gain research, scholarly or creative skills and experience by participating in the project;
  - ➤ How well the project fits the campus definition of undergraduate research, scholarship, and creative activity;
  - ➤ Mentor's plan for supporting the student's development and learning process;
  - ➤ Timeline and likelihood of student completing the project within the 10-week period;

- Successful applicants will be notified by May 18, 2020.