

UNIVERSITY OF WISCONSIN – SUPERIOR
2021 SUMMER UNDERGRADUATE RESEARCH PROGRAM
DEVELOPMENTAL PROJECT APPLICATION GUIDELINES

Developmental projects provide opportunities for students who may not be ready to take on an independent project 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 submit a Word document (single spaced, 12-point font, maximum of 3 pages) that addresses each of the areas below. **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 5 p.m. on **March 8, 2021**.

Please use the outline below and number the sections:

STUDENT APPLICATION

- 1. Student name, year, and ID#**
- 2. Type of application: Developmental (100-hour project)**
- 3. Faculty/staff mentor's name and department**
- 4. Project title**
- 5. Project description:** Describe the project you are proposing to do. This should be written clearly and be understandable to a non-specialist and those outside of your field of study. Be sure to include:
 - a) Provide a **background statement** on the topic of the project and its significance.
 - b) **Research/creative topic or question** – you may not yet have a specific research question, but if you do, include it here. What is the objective(s) of this project?
 - c) Describe your **work plan**. How will you go about answering your research question or achieving your objective? What are the activities you will conduct as part of the project?
 - d) Identify the **project outcome or final product** – what will you have accomplished when you are finished with this project?
- 6. Timeline of activities:** Provide a timeline of specific project activities and when you expect to complete them during the summer. Be realistic about what can be accomplished in 100 hours!

NOTE: Projects that involve **human subject research**, 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. The IRB meets monthly and IRB review will be available over the summer if needed, but this step must be completed before projects can begin.

7. **Project budget:** Identify any expenses anticipated for the project, and where funds for the expenses will come from. These might include copying, postage, gas or other travel expenses, or purchasing supplies for an activity. 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.
8. **Prior research/scholarship/creative experience:** Describe 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.
9. **Personal statement:** Provide 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? How might this project add to or enhance the discipline, campus, or community?

MENTORING PLAN – to be provided by faculty/staff mentor

The mentoring plan is in addition to the 3- 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? (NOTE: consider the UW-Superior COVID-19 protocols when responding).
4. Please identify the type and duration of your other commitments for the summer.