Undergraduate Research and Creative Activity Fellowship Application
Eastern Connecticut State University

The Undergraduate Research and Creative Activity Fellowship was created to support students in their scholarship outside of course work. At Eastern, these activities are defined as:

Working closely with a faculty mentor to create original intellectual or creative contributions to the discipline, culminating in formal review of that work through presentations, exhibitions, and/or publications.

The work students wish to complete must meet all aspects of this definition. Thus, it must be work with an Eastern faculty mentor on a project appropriate to one’s discipline. Internships are not considered appropriate unless they can be shown to meet the criteria above.

Award Amount:

The Undergraduate Research/Creative Activity (UGRCA) Fellowship program provides opportunities for students from any major to conduct research or a creative project with a mentor in their field. Fellowships are conducted during the summer session (Session A or C). The faculty mentor and student must create and submit a plan for how they will use their time on campus to complete the project in the session chosen.

To be eligible for this award students must be currently enrolled and have a minimum overall GPA of 3.0. Priority will be given to students who do not have access to other funding sources for example from departmental funds or the Honors Program.

Students selected for 2 competitive fellowships (1 Research and 1 Creative Activity) will each receive a stipend of $1,000.00 and $250.00 to be used for their projects or travel to present/exhibit their projects. Housing may also be available.

Faculty awards can be used for travel or a stipend.

Application Procedure:
Please follow the guidelines below to insure a successful application is submitted:

1. Fill out the following application completely and accurately.
2. Provide documentation to support any aspects of the application (transcripts, resume and support for outcome of the project e.g. conference name, dates, and location or publication information)
3. Complete the application budget ($250.00 maximum).
4. Provide documentation of all costs listed in the budget. If they are unavailable at the time of application, please indicate that they are an estimate.
5. Where appropriate a letter of approval from CUHSR for human subjects research must be included.
6. Attach a time and action calendar for the Summer Session for the proposed project (including meeting times per week).
7. Submit 1 hard copy of the forms and all documentation and 1 electronic version.

If you have questions, please contact Carlos A. Escoto, Ph.D. (escotoc@easternct.edu) or 860-465-0263.
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Eastern Connecticut State University

Applicant and Mentor:
Student Name: __________________________________________________________
Student ID: ____________________________________________________________
Eastern E-mail (will be used to contact student): _______________________________
Phone Number: _________________________________________________________
Class:  ☐ First-year  ☐ Sophomore  ☐ Junior  ☐ Senior  ☐ Continuing Education
Current GPA: ___________
The proposed project is NOT part of coursework or program requirements. ☐
Academic Department: __________________________________________________
Faculty Mentor: _________________________________________________________

Project Information:
Project Title: __________________________________________________________
Expected Outcome Type of Presentation (select all that apply):
☐ Conference (research)
☐ Exhibit (visual art)
☐ Performance (performing art)
☐ Other: ____________________________
Student Applicant: In the space below, please provide 1) an abstract of the project including problem/hypothesis, methodology, 2) why a fellowship is necessary for the completion/success of the project AND 3) how the project will impact the student’s future goals (graduate school or employment). Submit additional pages if necessary.
Mentor: In the space below, please provide a 1) an evaluation of the project submitted (e.g. quality of work, contribution to the discipline) 2) justification for the proposed outcome of the project AND 3) benefits of the presentation to the student’s academic work and future goals. (Submit additional pages if necessary).
Budget:
Please fill out this budget and provide documentation to support cost of equipment, materials needed for completion of the project (copies of receipts, website information, etc. if possible).

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<th>Budget Item</th>
<th>Justification</th>
<th>Cost</th>
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**TOTAL**

TOTAL REQUESTED

Authorization:

Student
__________________________               _________________________  ____________
Signature                 Print            Date

Faculty Mentor
__________________________               _________________________   ____________
Signature                 Print            Date

Dept. Chair
__________________________               _________________________   ____________
Signature                 _________________________   Date

UGR Coordinator
__________________________               _________________________   ____________
Signature                 _________________________   Date

Dean
__________________________               _________________________   ____________
Signature                 _________________________   Date

Provost
__________________________               _________________________   ____________
Signature                 _________________________   Date

For Administrative Use

Amount Funded: _________________________
Date: _________________________
Authorized signature: _________________________
Evidence of travel provided (date): _________________________