2024 Huffines Institute Graduate Student Research Grant Application Form

Cover Page

Applicant Name: **Date:**

Phone #:

E-mail:

Unit/Department:

Advisor's Name:

Advisors Email:

Graduate Classification: ☐ MS ☐ PhD

Anticipated graduation semester/year:

Hours enrolled this semester:

Degree hours completed to date:

Milestones

☐   Degree plan submitted

☐   If PhD, comprehensive exam passed

☐   Dissertation or Thesis proposal accepted

Research Project Title (75 character maximum):

Required Signatures:

Applicant Signature / Date   Printed name of Applicant

Huffines Affiliate Faculty Advisor Signature*   Printed Name of Advisor

*By my signature, as the Advisor of this student, I affirm that this student is the sole author of this grant and that the funds requested are not duplicative of other funded projects in our lab.

Project Description Sections:
These guidelines are required for a submission to be considered for review.

Format: Single-spaced with 0.5-inch margins. Arial, font size 11, should be used throughout the grant. Section headers should be bolded.

Title – This should clearly describe the project and is limited to 75 characters, including spaces.

Purpose – One-sentence explanation of the goal of the research proposed. This purpose can be stated in the form of the hypothesis being tested.

The project's role in your education and your faculty research advisor – This should be 1-2 sentences indicating the role of this project in your educational curriculum and the extent of overlap with other projects you or your advisor are involved with.
Example: "This project comprises the core of the preliminary studies I am completing to establish preliminary data for my dissertation proposal. Quinton Smith is also completing these studies for his Master's thesis. Further, my PI supports Quinton's studies through other research funds."

Significance (~1 page) – Define the proposed research's positive effect on the knowledge base in this area. As defined by the NIH, this section answers several critical questions. Does the project address an important problem or a critical barrier to profess in the field? If the project aims are achieved, how will scientific knowledge, technical capability, and/or clinical practice be improved? How will completing the aims change the concepts, methods, technologies, treatments, or preventive interventions driving this field?"

Innovation (~1/2 page) – Describe how your approach is different/novel from past attempts to answer this question. What is/are the new and different ways (s) that this project approaches the fundamental question you are addressing? Again, NIH says: "Does the application challenge and seek to shift current research or clinical practice paradigms by using novel theoretical concepts, approaches or methodologies, instrumentation, or interventions? Are the concepts, approaches or methodologies, instrumentation, or interventions novel to one field of research or novel in a broad sense?"

Approach (~1 page) – Briefly and concisely describe how the stated purpose will be accomplished. The focus should be on the experimental design (i.e., how will you test your hypothesis?) versus extensive methods detail. Given that your research advisor must sign off on the proposal, it would be adequate to reference previous work from your lab using the same techniques. IMPORTANTLY, this section should indicate the status of this protocol with the appropriate compliance committee (e.g., IRB, IACUC, IBC). Given the extended time required for compliance approvals, experiments with active IRB/IACUC approval will be given preference. If your protocol has received approval, please provide a copy of the approval notification (not counted in the grant page limit). Suppose your project is still pending approval, and you are awarded a grant. In that case, you cannot expend funds until final approval from the appropriate compliance committee.

Dissemination/funding plan (~1/2 page) – Summarize how you intend to disseminate the results (e.g., presentations, papers to what journals), an itemized timeline for this dissemination, and what external funds will be sought with these results.

NIH-style Biosketch (2 pages) - Your abbreviated 'scientific resume' using the current NIH biosketch format, but with a two-page limit for this application.

Application of project (Not included in the 5-page maximum) - As part of the application, a 500-word lay-level paragraph regarding the topic of their grant is required. These articles should be written to increase interest in the topic and focus on the "real-world" applications and ramifications. **This 500-word paragraph is a significant review criterion for deciding which applications to fund.**

Budget (separate page) - Provide an itemized budget not to exceed $2,000 listing proposed expenditures in the following categories: 1) Equipment, 2) Supplies & Expendables, 3) Essential Travel for Data Collection, 4) Other.

References - Please provide a list of references. The format of references is AMA.