



COLLEGE OF ARTS AND SCIENCE

Graduate Student Summer Research Awards *Summer 2018*

The Program The College of Arts and Science Summer Research Award (SRA) program is designed to help graduate students with outstanding potential to accelerate progress on their research. SRAs provide funds for research expenses related to the doctoral thesis, other advanced research projects, or scholarly activities that significantly advance professional development. SRAs are granted on a competitive basis.

Students may request awards of up to \$3,000; however, the College may not be able to grant the full sum requested by every successful applicant. In determining the amount of each award, the Committee on Graduate Education will consider the degree of need demonstrated by the proposal and budget, the number of successful applications, and the total available funds.

SRAs are not a substitute for, nor a supplement to, graduate stipends. Award funds will either be provided directly to vendors upon receipt of an invoice, or will be provided to award recipients in the form of reimbursement for expenses. Funds are intended to support students' work for the dissertation, dissertation proposal, or other scholarly projects; they are not to be used to support Vanderbilt coursework.

Eligibility Doctoral students in good standing making satisfactory progress toward the degree are eligible for the SRA. A student may receive this award no more than twice during her or his career at Vanderbilt.

Application Materials Each application should include the following:

1. **CV:** 2-page maximum, including education, relevant experience, and products (publications, presentations, software products, performances, and other forms of creative expression).
2. **1-2 page proposal:** This should be intelligible to non-specialists, convey the nature and importance of the research, and describe in specific terms the activities to be pursued during the summer. *If other funding sources are available to supplement SRA support (for example, Graduate School Travel Grants, departmental awards, or relevant external fellowships), the proposal should identify them and indicate that the applicant will apply for them. If no other funding sources are available, the applicant should provide a statement to that effect.*
3. **Budget:** This should outline in detail the costs to complete the proposed research: travel, lodging, equipment, supplies, and/or other expenses.
4. **Two 1-page letters of support:** One of these must be from a faculty member who will supervise the proposed research.
5. **SRA Cover Sheet** filled out by the Director of Graduate Studies.

Submission of Applications

- **Applicants** should submit the *curriculum vitae*, research proposal, and budget to the DGS as a single PDF. Because DGSs forward applications to the Dean's office, all applicants should contact DGSs well in advance of the March 12 deadline, note an intention to submit an application, and request a date by which to submit their materials to the DGS.
- **Writers of recommendations** should submit letters to the DGS in advance of the March 12, 2018 deadline.
- **DGSs** should complete the SRA Cover Sheet, add it to the student's application, and email the whole package to Colette Rybinski (colette.rybinski@vanderbilt.edu). These materials are due from DGSs no later than **5:00 p.m. on Monday, March 12, 2018.**

Final Report Award recipients must submit a two-page final report to Dean Keivan Stassun and their DGS. The report is due no later than **Friday, August 17, 2018**, and should provide an account of the outcome of the efforts supported by the award and a description of how the recipient will develop this work in the future.

Questions? Please direct questions to Dr. Alan Itkin, alan.j.itkin@vanderbilt.edu.



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Director of Graduate Studies Cover Sheet

Please complete one form for each applicant.

Applicant Name: _____

Department: _____

DGS Name: _____

1. What year is the student in the doctoral program?

- First Year Second Year Third Year Fourth Year Fifth Year Sixth Year+

2. Has the student passed the Qualifying Exam? YES NO

3. Please rate this student's application compared to other applicants from your Department/Program this year:

- This is the only student from my Department/Program
 Top third of applicants
 Middle third of applicants
 Bottom third of applicants

4. Please evaluate the strength of the application:

- Very strong Somewhat strong Not very strong

5. Please evaluate the significance of the proposed research for the student's intellectual and professional development:

- Extremely significant Somewhat significant Not very significant

6. The award committee would appreciate your advisory comments on the student's status in the graduate program. Please attach your comments, confirming that the student is in good standing, and describing her or his progress toward completion of the Ph.D. You may also comment briefly on the strength of the application and the significance of the proposed research for the student's intellectual and professional development.

DGS Signature _____ **Date** _____