



**Summer Undergraduate Research Experience  
S.U.R.E.  
Application Directions: *Summer 2023***

**Instructions for submission:** Apply via [ESU eGRANTS](#). Complete the cover page/application in the portal and upload this narrative as a word or pdf document. Note: the mentor faculty member should submit this application. The student, however, is required to write several sections of the narrative.

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**PROJECT NARRATIVE** (4 page limit, 12 point font)

*Please write for a general, non-technical audience. The project must provide a meaningful experience for the student, which leads to student growth and development. Please use the outline below to draft your proposal.*

**Background and significance of the research**

Briefly sketch the background of the research. Explain why this work is important and how it will contribute to the existing body of knowledge in this area. If you have performed previous work related to the proposal, describe previous findings or outcomes.

**Experience with promoting undergraduate research / training undergraduate researchers**

Describe what you have done in the past to encourage students to get involved with research, and how you trained and involved undergraduate students in research. This is not a list of things you have taught students in a classroom setting. Include examples of positive student outcomes from that research, such as presentations at conferences, publications, or poster sessions.

**Description of the project and goals**

Describe your research project and goals for the summer. Explain how the faculty and student will work together or how the faculty will oversee the student work to attain those goals. Describe what your student will be concretely doing emphasizing student involvement. Also, briefly describe the research methodology.

### **Job description for the student research assistant**

Provide a short job description for the student research assistant. This needs to include the specific activities the student will be engaged in (e.g., reading journal articles) and needs to explain the responsibilities of the student. Also, describe how the activities and responsibilities will begin to develop the research skills of the student.

### **Potential for student growth and development** (must be written by the student)

Explain how the skills and research techniques that you hope to acquire in this project will support your goals and future career/academic path.

### **What are your career goals?** (must be written by the student)

Please describe for the reviewers what your plans are for your future professional life? Where do you see yourself heading? What kind of work would you like to pursue? How will this experience help you arrive to your future goals?

### **What is your experience up to now in this field?** (must be written by the student)

Please describe for the reviewers

### **Timeline**

Sketch a timeline of proposed student activities, and based on the timeline, estimate the total number of hours the student will be engaged in project activities. Please be clear about a start and an end date.

### **Estimated student research hours / Budget**

Grants are awarded up to \$2,000 for summer work. The \$2,000 shall cover wages and FICA. FICA is calculated at 7.65% of wages. For example, \$1,858 in wages will have \$142 in FICA, for a total budget of \$2,000. Indicate hourly rate, number of hours per week, and number of weeks. An additional \$500 is available for student travel for presentation at a conference. These funds can be accessed after the summer work, and during the academic year. Please indicate in your budget if you have plans to present at a conference.

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### **Questions?**

For any assistance with proposal or budget development, contact, Lynne Ozgur, Assistant Director, OSPR, [lozgur@esu.edu](mailto:lozgur@esu.edu) or extension 7908 or Christina McDonald, Director OSPR, [cmcdonald9@esu.edu](mailto:cmcdonald9@esu.edu) or extension 7954.

For help with [ESU eGRANTS](#), contact Lynne Ozgur, Assistant Director, OSPR, [lozgur@esu.edu](mailto:lozgur@esu.edu) or extension 7908

For any other questions pertaining to the S.U.R.E. program, contact Christina McDonald, Director, OSPR and Assistant to the Provost for Research, at [cmcdonald9@esu.edu](mailto:cmcdonald9@esu.edu) or at ext 7954.