

UROP CALL FOR PROPOSALS

DATE: 8 September 2009
TO: Norman and Health Science Center Campus Faculty Members
FROM: Rich Hamerla, McClendon Honors College
SUBJECT: **Undergraduate Research Opportunities Program (UROP)**

I am pleased to announce the 2009 Fall competition for UROP, the Undergraduate Research Opportunities Program, which seeks to foster excellence in undergraduate research, scholarly projects, or creative activity. UROP is funded by Dr. Nancy Mergler, Provost & Senior Vice President - Norman Campus. The competition, open to all OU undergraduate students, will award approximately \$12,000 to support worthy projects undertaken under the sponsorship of individual faculty members.

UROP is administered by the McClendon Honors College, but we emphasize that the awards competition is not restricted to the McClendon Honors College members, and is **open to all OU undergraduates**. There will be approximately 20-35 awards each with a maximum budget of \$500 made during the spring competition. The deadline for receipt of proposals is **Wednesday, October 14, 2009** for projects currently being undertaken this Fall 2009 or to be undertaken this Spring 2010.

These awards are intended to support individual projects designed and undertaken by undergraduate students and thus each proposal should be written **by the student** and must be supported by a letter of recommendation from the faculty sponsor. We have enclosed copies of the relevant application forms for your information. Please encourage talented undergraduates in your discipline to complete a proposal.

Such research support can be of great benefit to capable students who seek direct involvement as undergraduates in serious and substantial research projects. Broad student participation in UROP can benefit the University in many ways, including the eventual recruitment of outstanding students into departmental graduate programs.

If you have any questions about your budget, please call Ms. Kathy Gross, 325-2377. For additional application forms or other questions, come by the Honors College office, or call Dr. Rich Hamerla, 325-9286.

COMPETITION
Fall 2009

FUNDING
Projects in Fall 2009 or Spring 2010

**APPLICATION FOR UNDERGRADUATE
RESEARCH
OPPORTUNITIES
PROGRAM**

A. To be completed by the student

Name: _____

Sooner ID: _____ Phone: _____

E-Mail: _____

Local Address: _____

City: _____ State: _____ Zip: _____

Hometown/State: _____ Major _____

Project Title: _____

Yes _____ Have you received a UROP grant in the past year?
(Preference is given to those who have NOT received a grant for the same project in the past year.)

Yes _____ **Are you presenting with a group?**
If "yes", who is included? _____
(Please attach a transcript and page 1 of this application for each additional group member.)

Yes _____ **I have included an up-to-date unofficial student transcript with this application.**

Yes _____ I have attached the **ONE PAGE ABSTRACT** (research/creative activity description) and the **detailed budget page**.

Yes _____ I have obtained the signatures of both my faculty sponsor and the departmental secretary responsible for budget transactions.

Yes _____ **Are you are using human subjects in this research?**
If so, what is the approval date from IRB _____.

I expect to have the described project completed by _____
Date

<p>_____ Signature</p> <p>_____ date</p> <p>NOTE: You will be notified of results by Nov 2009.</p>

B. To be completed by the faculty sponsor:

Name: _____

Title & Academic Unit: _____

Campus Address & Phone: _____

Faculty e-mail: _____

I have reviewed the student's application, completed the Faculty Sponsor Recommendation Form, and agree to sponsor the proposed project if funded. I also agree, if the project is funded, to sponsor the presentation of the student's work at Student Research and Performance Day, April, 2010 or 2011.

Signature

Date

UROP Project Description

Student's Name: _____

C. To be completed by the student:

1. Briefly describe the research/creative activity you are proposing.
2. Scientific and engineering proposals should include a summarized literature review, statement of hypothesis, research methodology and timeline for your research activities.
3. Description of proposed projects within the humanities and fine arts should include a rationale and statement of goals and objectives.
4. Remember that you have an obligation to make your proposal comprehensible to people who are not in the same field. Part of the grounds for the judgment made by the Honors Council (an interdisciplinary faculty group) is clarity and understandability.
5. Application must be written by the student.
6. Only one application per student, please.
7. Limit yourself to no more than 500 typed words. Applications more than 500 words will be disqualified.

UROP APPLICATION PROPOSED BUDGET

Student's Name: _____

D. Itemized Budget:

Present a careful listing of funds requested for various purposes.* Itemize research equipment, supplies, etc. An example might be, "Computer software, Paradox for Windows 5.0--\$99.95." Include in your proposal how items in the budget will be used.

Student salary CANNOT be requested.

If travel funds are requested, they must be an integral part of the research/creative activity, and should not, in most cases, exceed more than one-half the budget.

You need not ask for the maximum amount in order to be funded. It is not unusual for lesser amounts to be awarded. The committee reserves the right to reduce the amount requested.

Address any questions to Ms. Kathy Gross, Financial Administrator, OU McClendon Honors College, 325-2377.

TOTAL: _____
(Not to exceed \$500)

E. To be completed by the departmental secretary responsible for budget transactions:

Name: _____

Title & Academic Unit: _____

Campus Address: _____

Campus Phone: _____

I have reviewed the proposed budget with the student applicant and their faculty sponsor and have explained the restrictions regarding expenditures from 122 accounts to both. The proposed budget follows all appropriate university guidelines.

Signature

date

Students should submit this completed application to:
McClendon Honors College, D. L. Boren Hall, 1300 Asp Avenue, University of Oklahoma, 73019-6061, PHONE 325-5291, FAX 325-7109

DEADLINE is Wednesday, October 14, 2009, 5:00 p.m.

*For sample budget, go to <http://www.ou.edu/honors/research.htm>

UROP Faculty Sponsor Recommendation Form

This page is to be completed by the applicant's faculty sponsor and returned directly to the McClendon Honors College Office under separate cover from the application materials. This recommendation form must be received by October 14, 2009 in order for the student's application to be considered for the Fall 2009 UROP competition.

A. To be completed by the student:

Student's name: _____

Project Title: _____

Faculty Sponsor: _____

B. To be completed by the faculty sponsor:

Please comment on:

- The student's developing intellectual expertise in your major area.
- The student's ability to carry out the proposed project.
- The student's rank compared with other undergraduates in your field.
- The relationship between the student's project and your own research, scholarly or creative activities.
- Any additional funding, for salary or expenses, you will be providing to support this proposed project.

You may use this form, or attach a letter.

Submit this completed form to:
McClendon Honors College, D. L. Boren Hall, 1300 Asp Avenue, 73019-6061, PHONE 325-5291, FAX 325-7109
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