

# UROP CALL FOR PROPOSALS

DATE: 19 September 2011  
TO: Norman and Health Science Center Campus Faculty Members  
FROM: Rich Hamerla, Honors College  
SUBJECT: **Undergraduate Research Opportunities Program (UROP)**

I am pleased to announce the Spring 2012 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 \$1,000 made during the spring competition. The deadline for receipt of proposals is **Wednesday, March 7, 2012** for projects currently being undertaken this Spring 2012. 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.

For additional application forms or other questions, come by the Honors College office, or call Dr. Rich Hamerla, 325-9286.

**COMPETITION**  
Spring 2012

**FUNDING**  
Projects in Spring 2012

**APPLICATION FOR UNDERGRADUATE  
RESEARCH  
OPPORTUNITIES  
PROGRAM**

**A. To be completed by the student**

Name: \_\_\_\_\_

SSN/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 or animals in this research?**  
**If so, what is the approval date from IRB or IACUC** \_\_\_\_\_

I expect to have the described project completed by \_\_\_\_\_.

If I am awarded funding, I understand that I will be required to present my work at Undergraduate Research Day, April, 2012 (or at the 2013 URD).

\_\_\_\_\_  
Signature date

**NOTE:** You will be notified of results in April 2012.

**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 Undergraduate Research Day, April 2012 or 2013.

\_\_\_\_\_  
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. For example, "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.

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**TOTAL:** \_\_\_\_\_  
**(Not to exceed \$1,000)**

## 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, 1300 Asp Avenue, University of Oklahoma, 73019-6061, PHONE 325-5291, FAX 325-7109

**Deadline is Wednesday, March 7, 2012 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 March 7, 2011 in order for the student's application to be considered for the Spring 2012 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, 1300 Asp Avenue, 73019-6061, PHONE 325-5291, FAX 325-7109  
**DEADLINE is Wednesday, March 7, 2012, 5:00 p.m.**