**PHI SIGMA STUDENT RESEARCH FELLOWSHIP APPLICATION GUIDELINES**

**for the E. L. Mockford and C. F. Thompson Summer Research Fellowship**

***Beta Lambda Chapter of the Phi Sigma Biological Honor Society, Illinois State University***

**The deadline for 2018 grant application is 5:00 p.m., Friday, 2 March.**

**Submit completed proposals online by emailing a PDF to PhiSigma.BetaLambda@Gmail.com.**

**Recommendation forms and progress reports should be emailed to PhiSigma.BetaLambda@Gmail.com from the faculty’s ilstu email address.**

**Late applications are not accepted.**

**Purpose**

To provide a summer stipend for graduate students in the biological sciences (generally two M.S. students and one Ph.D. student) so they will have unencumbered time to carry out research in the biological sciences.

**Qualifications**

1. The applicant must be enrolled currently as a graduate student in the School of Biological Sciences at Illinois State University.

2. The applicant must be active in research during the period covered by the fellowship. Fellowships will not be awarded to students that have completed their research and are writing their thesis/dissertation.

3. The applicant must anticipate enrollment as a student in residence in the School of Biological Sciences at Illinois State University during the coming fall semester.

4. If the student received a Mockford-Thompson Fellowship or a Weigel Grant in the previous year, the student must have met all awardee requirements (for both awards) to be eligible to apply again this year.

**Awards**

The Phi Sigma Grant Review Committee will consider applications M.S. and Ph.D. fellowships, both equal to three months of TA support. Typically two M.S. fellowships and one Ph.D. fellowship are awarded each year. In 2017, the M.S. fellowship awardee(s) will receive $3,600 and the Ph.D. fellow will receive $5,610. Awards will be announced prior to the Phi Sigma Spring Banquet. Phi Sigma reserves the right to not award any of the fellowships in any given year. Please note, M.S. and Ph.D. students can apply for the Mockford-Thompson fellowship and the Weigel Grant in the same year.

**Evaluation of Applications**

The Fellowship Review Committee will consist of a Chair that is picked from the Biology department faculty. This chair will then be responsible for organizing faculty reviewers and distributing the review material.

***Note*:** Applicants may be asked to appear for a personal interview by the Grant Review Committee.

**Application Format**

The Mockford-Thompson Fellowship application must include:

1. **Cover Page (Attached separate)**Use the attached cover page as the first page of the fellowship application. On each subsequent page, the applicant’s last name and page number should appear in the upper right corner.

2. **Research Plan (Pages 1-4)** Prepare a research plan in the form of a grant proposal having 6 labeled sections: Introduction, Objectives, Procedures, Intellectual Merit, Broader Impacts, and References (References omitted from page limit). Please reference the Narrative section of the Weigel Grant for further details on each section. Any preliminary data in support of the stated objectives should be summarized in the Introduction. Intellectual Merit describes the significance of the research and its “potential to advance knowledge.” Since this fellowship invests in the research as well as the *researcher*, please include a Broader Impacts section which describes the ability of the research/researcher to “benefit society and contribute to the achievement of specific, detailed societal outcomes.” Please reference NSF’s grant proposal guidelines for more information on Intellectual Merit and Broader Impacts.

 The research plan should not exceed four single-spaced, typewritten pages in 12-point font with one-inch margins and should be saved as a PDF.

Citations made in the preceding sections should be listed following the format below*.* In-text citations are numbered in the order that they appear. Use the following example to format the references section. Please note that standard journal title abbreviations are used.

1. Lehr, D., H.W. Goldman and P. Casner. Renin-angiotensin role in thirst: paradoxical enhancement of drinking by angiotensin converting enzyme inhibitor. *Science.* 1973. **182**:1031-1034.

3. **Schedule (Page 5)**: Include a detailed schedule outlining the planned research to be completed by the applicant during the summer semester.

4. **Course Program (Page 5)**: Include a course program listing the date of expected graduation, courses completed and grades received, and courses the applicant anticipates completing before graduation from Illinois State University.

5. **Curriculum Vitae**: Include a CV listing awards and grants received, publications, presentations, any other academic achievements, and outreach activities.

6. **Progress Report**: A progress report must be written by the ***student’s advisor*** briefly detailing work conducted by the applicant over the past year. This report should also describe the steps taken by the applicant to prepare for the proposed research, and should inform reviewers whether or not the student has undertaken the necessary steps to address potential problems, order proper materials, etc. The progress report should be emailed to the Phi Sigma Gmail account from the professor’s university (ilstu) account by the due date (PhiSigma.BetaLambda@Gmail.com).

**Responsibilities of Recipients**

1. Recipients of the Mockford-Thompson Fellowship are expected to devote themselves **full-time** to their research, and to accept no other appointments (e.g., teaching, administrative, or outside employment) during the period of the award (summer semester – three months). However, recipients may accept additional financial awards in support of their research.

2. Fellowship recipients are required to present their research in a 50-minute seminar within one year of accepting their fellowship.

3. Any publications resulting from research supported by a Mockford-Thompson Fellowship must acknowledge financial support received by the Beta Lambda Chapter of Phi Sigma.

4. Recipients must volunteer 2 hours per semester at the Phi Sigma Bookstore (in the fall and spring semesters following the award).

**Failure to fulfill any of the above four requirements will render the student ineligible to compete in the future Weigel Grant, Mockford-Thompson Fellowship, and Research Symposium Travel Grant competitions until these commitments have been fulfilled.**

**PHI SIGMA SUMMER FELLOWSHIP PROGRAM**

***Cover Page***

**1**. Name of applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**2**. Research supervisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**3**. I have read this proposal: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (*research supervisor's signature here*)

**4**. Project title:

**5**. Funds requested from the Phi Sigma Biological Society:

**6**. Student status (circle one): Undergraduate / Graduate

A. Undergraduate: Class:\_\_\_\_\_\_ (Fr, So, Jr, Sr)

B. Graduate: Degree program: \_\_\_\_\_\_\_\_ Years in program:

Is your research proposal on file (circle one)? Yes / No (a proposal on file is not required for funding)

**7**.Past and pending support

A. Previous Phi Sigma grants (year, title, amount received):

B. Other sources of support (year/duration, agency, amount received or requested; for pending applications, provide the expected date of notification):

8. By initialing each item, you agree to meet the awardee requirements if a Fellowship is received.

1. \_\_\_\_\_\_\_ I intend to be engaged full-time in the described research during my Fellowship tenure.
2. \_\_\_\_\_\_\_ I accept the obligation of presenting a 50 minute seminar within a year.
3. \_\_\_\_\_\_\_ I accept the obligation of devoting at least two hours of service **per semester** at the Phi Sigma bookstore during following year.
4. \_\_\_\_\_\_\_ I have read and understand the consequences of not meeting all the above awardee requirements.

**PHI SIGMA SUMMER FELLOWSHIP PROGRAM**

***Recommendation Form***

Name of applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title of proposal: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Research advisors, please check the appropriate boxes below. ***Applications for the E. L. Mockford and C. F. Thompson Summer Research Fellowship require a written progress report in addition to this form; details and specifications of the progress report are located in point #6 of the “Application Format” section.***

 I am confident that the applicant can perform the proposed research.

 I have reservations about the applicant's ability to conduct the proposed research (please explain your reasons below, or indicate that you would like to meet with a member of the grant evaluation committee).

Name and signature of person recommending this application: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (*Name*)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(*Signature*)

Relationship with the Applicant:

 Major professor

 Member of the applicant's committee

 Applicant was a student in my course(s)

 Other; please specify:

I anticipate this person will defend their dissertation/thesis in:

Month or Semester: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Year: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Faculty, please email this Recommendation Form and the Progress Report to the Phi Sigma Gmail account (PhiSigma.BetaLambda@Gmail.com) from your university email account (ilstu) by the deadline.