**Center for Communication, Culture, and Change**

**Graduate Student Fellowship**

**REQUEST FOR PROPOSALS**

**Deadline: Applications Due on the Last Friday in October**

**Purpose**

The Center for Communication, Culture, and Change funds student led interdisciplinary research projects that address pressing social, environmental, and health issues with an emphasis in South Florida, the Caribbean, Central and South America regions.

**Eligibility**

**Interdisciplinary teams** led by School of Communication graduate students are eligible to apply for this award.

* At least **two** School of Communication departments must be represented on the project team.
* At least **one** faculty 4C member as **Advisor or Co-PI**
* Thesis or dissertation projects are not eligible

**Award Amount**

A total of $5,000 is available for this award with an expected range of $500-$1,000. In truly exceptional cases, an award in excess of $1,000 can be made. The funding will become available immediately after award decisions are made and must be spent by the end of the academic year.

**Criteria**

Evaluation of proposals will be based on the following criteria:

* Lead applicant is an SoC graduate student in good academic standing and at least two SOC departments are meaningfully represented.
* Proposed project represents a significant collaboration across disciplines. In other words, project could not be accomplished without the participation of students or faculty from at least two disciplines.
* Purpose of the project is to create positive social or behavioral change.
* Research methodology used is appropriate for the research questions or hypotheses advanced.
* Potential of the research to lead to a viable external funding application.
* Writing of the proposal is clear.
* Timeline for project is feasible.
* Budget is clearly justified.

**Additional Criteria**

Proposals that include the following criteria will be evaluated more favorably:

* Project focuses on populations within Miami, the Caribbean, Central America, and/or South America
* Strong likelihood that the project will yield data that can be used to strengthen a future external grant proposal.

**Evaluation**

* All proposals will be evaluated by the internal advisory board of the Center for Communication, Culture, and Change, based on the criteria outlined above.
* Applicants who serve on the advisory board will recuse themselves from the evaluation of grant applications in the current round. Recused members may be replaced by another faculty member from the same department.

**Conditions**

By accepting this award, the student fellow agrees to the following:

* The award recipient will submit a written report of the results and make an oral presentation of the work resulting from the 4C award at the Research Forum during the next academic year.
* Fellows not fulfilling the obligations of the award will be ineligible for future Center awards.
* Student fellows can be the lead applicant/Principal Investigator for one project per year. There are no limits on the number of 4C application teams student fellows can be a part of, however.

**Budget**

* All direct research costs are eligible for support (travel, consultants/contracts, and other direct costs such as supplies and equipment). Salary is not eligible for support.
* Where requested funding is for travel, equipment, or supplies, a statement is required to the effect that the requested budget items are either not available or that no other outside support is available.
* Equipment purchased with the 4C Award funds becomes University property and is to be housed in the SoC.

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**INSTRUCTIONS**

1. **Submission Deadline**

Please submit the proposal via InfoReady (<http://miami.infoready4.com/>) no later than **5:00 p.m. of the deadline date.**

1. **Order of Items (include all of the following items, appropriately headed and assembled).**
2. Cover Sheet with project summary and applicants’ signatures.
3. Description of proposed project
4. Brief (1 page) Curriculum Vitae for each applicant
5. Budget Form (attached)
6. **Explanation of Items**
7. **Cover Sheet**
* Includes a project summary in layperson's terms (100 words) and applicants’ signatures.
1. **Description of proposed project** (not to exceed 1500 words): Your narrative should include:
* A *concise* statement of the problem and warrant for the research proposed (max of 300 words)
* Hypotheses and research questions being proposed
* Methods (max of 1000 words)
* An estimated timeline of research or creative activity, the present status of the work.

Please address the following items (concisely). These items do not contribute toward the maximum length of the proposal:

* + How each person’s expertise will meaningfully contribute to the project.
	+ Detail how the project may lead to external funding, including the potential funding sources (provide links to relevant RFAs).
1. **Brief Curriculum Vitae** **from each applicant**
* *One (1) page maximum* listing pertinent academic information, publications and previous funding related to the current activity for which support is being requested.
1. **Budget Form**
* Please use the attached budget form. In the budget explanation*,* be quite specific about why you need each item; for example, to “spend the summer in London” is not sufficient unless you explain briefly why spending the summer in London is crucial to the activity.
1. **Additional Supporting Materials**
* Images, Videos (not to exceed 5mins) or other samples of work that relate to the proposed project.

**Additional Instructions/Notes**

* Applications must follow these instructions.
* **Late applications** **will not be accepted**.
* **Incomplete applications will not be reviewed**.
* **The timeline for executing the project must be specified and the project must take place within the academic year that the fellowship is awarded**.
* All questions should be sent via email to kkontaxis@miami.edu

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**COVER SHEET**

1. **Student Applicant’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Department: ☐ COS ☐STR ☐CIM ☐JMM

Year of Studies: ☐1st Year ☐2nd Year ☐3rd Year

1. **Student Applicant’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Department: ☐ COS ☐STR ☐CIM ☐JMM

Year of Studies: ☐1st Year ☐2nd Year ☐3rd Year

1. **Faculty Applicant’s Name/SoC Department:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Rank: ☐ Tenured ☐Tenure Track ☐Continuing Appointment ☐Not Tenure Track

Position on the Project: ☐Co-PI ☐Advisor

1. **Project Title:**
2. **Project summary** (100 words)**:**
3. **Word count of the body of the application: \_\_\_\_\_\_\_\_\_** (Not to exceed 1500 words)
4. **Applicant’s signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Applicant’s signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Applicant’s signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| **Center for Communication, Culture, and Change Graduate Student Fellowship** |
| **BUDGET FORM** |
| **Budget category** | **Total** |
| **DIRECT COSTS** |  |
|   |   |
|   |   |
| **TRAVEL** |  |
|   |   |
|   |   |
| **OTHER COSTS** |  |
|   |   |
|   |   |
|  |   |
|   |   |
|  |  |
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|   |   |
| **TOTAL** | $0  |
| **Notes:** |   |
| 1. **Direct Costs:** Includes any equipment or supplies needed for the project.
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| 1. **Travel:** Includes estimated costs of transportation, lodging, and food.
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| 1. **Other Costs:** Includes professional help or services from outside the University of Miami.
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|   |   |
| **Budget Explanation** |
| **Note**: Copy each item description from the above table and provide a clear explanation of the cost calculation and the rationale for the budget item. |
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