GRADUATE STUDENT AWARD APPLICATION

This document contains a list of required application materials, information, and tools you can use to construct an effective application. Descriptions listed by individual award can be found here: https://www.biology.washington.edu/programs/graduate/awards-and-fellowships. The descriptions include information about each award's intended use, maximum funding amount, and funding restrictions.

IMPORTANT NOTE: For AY 2019-2020, all writing fellowships will be awarded in Fall 2019. All research assistantships, research awards, and conference funding will be awarded in Winter 2020. Please refer to the link above for the full schedule of award offerings.

If you are applying for multiple award categories, please include a proposal for each category.

- Research Funding
- Conference Funding

Application requirements:

1) **Basic, Personal Information (online)**

2) **Summary Questions (online)**

3) **Specific required information (PDF):**
   If you are applying for multiple award types, please include a proposal for each type. **All proposals should be formatted with 1" margins, 12 pt. font, Times New Roman, and be no less than single spaced**. Note that you may need to include multiple items.

   i. *If you are applying for research funding*, include a proposal that includes 1) a **one-page** description of the research you will be conducting (including figures, not references), 2) a **one-page or less** budget and budget justification, and 3) a list of references/cited literature. For travel, include the location, dates, and purpose of your travel. The proposed budget and budget justification should include travel expenses and/or research supplies. (Remember to include such expenses as shipping costs and taxes.) For costs associated with travel, use the UW's travel rates, which can be found online: www.washington.edu/admin/finserv/travel/.

1. *For the WRF-Hall Fellowship*, your proposal should explain how your proposed use of the fellowship qualifies as "an exceptional educational opportunity." If your proposal includes travel, explain how your travel will be funded.
2. *If you are applying for supplementary funds in addition to the WRF-Hall quarter of support,* include a budget and budget justification. For travel, include the location, dates, and purpose of your travel. The proposed budget and budget justification should include travel expenses and/or research supplies. (Remember to include such expenses as shipping costs and taxes.) For costs associated with travel, use the UW's travel rates, which can be found online: www.washington.edu/admin/finserv/travel/.

ii. *If you are applying for conference funding*, include a **half-page** proposal that includes 1) a description of your proposed use of the funds, 2) a budget and budget justification,

4) **Current CV (PDF)**

5) **Letter of Support (PDF):** Include a letter of support from your advisor and/or another UW faculty member (as applicable). Letters should include a description of **1)** how an award will support a student's progress towards their degree, **2)** how the faculty member has supported the student's work in the past (including the total number of past RA or fellowship quarters), **3)** how the faculty member intends to support the student's work going forward, and **4)** if the faculty has any available matching funds, as this may increase the likelihood of being awarded funds.

6) **FAFSA (PDF):** If you are applying for the WRF-Hall Fellowship, please submit a FAFSA for the academic year in which you are requesting funding.

SUBMISSION INFORMATION

COMPLETE THIS ONLINE FORM: TBD

Applications should be submitted as a SINGLE DOCUMENT (PDF):

- Files should be named with your *last name and first initial* (e.g., if your name is John Smith, you would name your file SmithJ.doc).
- Letters of support can be submitted by Faculty directly to: TBD

ALL application materials must be received by Monday, February 10th, 2019 by 5:00pm.

**Late applications will *not* be accepted.

Winter Application Checklist:

☐ Proposal *(varying content depending on award type)*

☐ Current *Curriculum Vitae*

☐ Letter of Support from Advisor, or from host for WRF-Hall or travel awards

☐ FAFSA *(WRF-Hall Fellowship applicants only)*

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