GRADUATE STUDENT AWARD APPLICATION – WINTER 2022

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.

If you are applying for multiple award categories, please include a proposal for each category (these can be very similar).

- Research Funding
- Conference Funding
- Fellowship and/or Scholarship

Application requirements:

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

2) **Summary Questions (online).** These are intended for administrative purposes and will not be thoroughly reviewed by the award review committee. Please include all required information in your proposal.

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). ***What we want to know:*** how and why your research addresses an important problem and how this award will impact your progress toward your degree or career.
      2) A **one-page or less** budget and budget justification. ***What we want to know:*** if your methods, analysis, and budget are reasonable and match the aims. Make sure to

check the specific grant you are applying to for the typical size of the awards.

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/.

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. ***What we want to know:*** how and why the conference will contribute to your research and/or your progress toward your degree or career.

2) A budget and budget justification. ***What we want to know:*** if your budget is reasonable and matches the aims. Make sure to check the specific grant you are applying to for the typical size of the awards.

iii. *If you are applying for a fellowship or scholarship,* include a **1-page** proposal that includes a description of your proposed use of the fellowship. You may submit one 1-page proposal per fellowship type.

1) *For the WRF-Hall Fellowship*, your proposal should explicitly address how your proposed work is an extraordinary educational opportunity and how it relates to your (dissertation) research or long-term career goals. If the educational opportunity relates to your research, please include a brief description of your research question for a broad Biology audience, including how and why your research addresses an important problem. If your proposal includes travel, explain how your travel will be funded. ***What we want to know:*** how and why the educational opportunity will contribute to your research and/or your progress toward your degree or career.

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/. ***What we want to know:*** if your budget is reasonable and matches the aims. Make sure to check the specific grant you are applying to for the typical size of the awards.

4) **Current CV (PDF)**

5) **Faculty Recommendation:** Please direct your advisor and/or another UW faculty member (as applicable) to the following website to submit their answers in support of your application towards your award(s): https://forms.gle/mXFFHHqmVsoBctdJ7. Be sure to inform your faculty member of which award(s) you are submitting your application and how you plan to use your award, so that they can answer the questions on the Faculty Recommendation Form accurately. Note that we no longer ask for a standard letter of support, but instead will ask for specific information, namely:

1) How this fellowship will support your progress towards your degree

2) How they have supported your work in the past (past RA/fellowship quarters), and how they intend to support your work going forward.

3) If they support your pursuit of this fellowship, noting any concerns.

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: https://forms.gle/SUp4TdsuTk8TK1Pa6

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).
- Faculty Recommendations can be submitted directly by the faculty member via this online form: https://forms.gle/mXFFHHqmVsoBctdJ7

ALL application materials must be received by Monday, January 31st, 2022 by 4:00pm.

**Late applications will _not_ be accepted.

Winter Application Checklist:

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

☐ Current _Curriculum Vitae_

☐ Faculty Recommendation from Advisor, or from host for WRF-Hall or travel awards

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

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