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Block 1

2020-2021 Undergraduate Research Opportunity Program (UROP) Mini Grant Application

Due Friday October 2nd, 2020 5:00 pm MT

Undergraduate research and creative activities foster personalized student learning outside the classroom under the guidance of a faculty mentor. General information about undergraduate research is available through the CU Denver Office of Undergraduate Research and Creative Activities: <https://www.ucdenver.edu/lynxconnect/undergraduate-research>

Undergraduate Research Opportunity Program (UROP) awards are designed to cover expenses, travel, and/or stipends for University of Colorado Denver undergraduates who undertake scholarly research and creative activities in collaboration with a CU Denver | Anschutz faculty member. Students participating in UROP gain experience presenting project results at the CU Denver | Anschutz Research and Creative Activities Symposium (RaCAS) each spring.

Eligibility Information:

Undergraduate students seeking UROP support for research and creative activities must meet criteria listed below.

- CU Denver undergraduate student working toward a baccalaureate degree
- proposed project defined by the student's declared major or minor. Undeclared students are ineligible to apply.
- minimum of 15 semester hours of completed course work with a cumulative CU GPA of at least 2.5

- students graduating prior to May 2021 may participate as the sole principle investigator, but may not serve as the principle investigator of a team project involving multiple students
- NOTE: Applications requiring Risk Management approval or human or animal subject protocols are not eligible for funding from the UROP Mini-Grant Program, unless previously obtained by the mentor from a project that is in progress.

Application Instructions/Deadline:

- A letter of support must be completed by the faculty mentor and submitted to Mary Baitinger by the application deadline. The letter of support should be submitted with the following format: Student PI's Last Name First Name - Mentor Last name - Support letter 2020-2021 UROP (Example: Baitinger Mary Hamilton - Support letter 2020-2021 UROP)
- Incomplete applications will not be reviewed.
- Each student PI needs to submit unofficial UCD student transcripts as a PDF file in the following format: student PI's Last Name First Name –Transcripts {Example: Baitinger, Mary –Transcripts}.
- The completed application and transcripts are due by Friday, October 2, 2020 by 5:00 p.m. MT.
- Email faculty letter of support and CU Denver transcripts to:
mary.baitinger@ucdenver.edu

For an in-depth discussion of all UROP application materials (including the evaluation rubrics), please visit the UROP main page at: <https://www.ucdenver.edu/lynxconnect/undergraduate-research/grants>

Block 2

Q1. Principle Investigator (Student Name, First)

Q2. Principle Investigator (Student Name, Last)

Q3. Proposal Title

Q4. Amount of Proposed Mini-Grant Request (up to \$500)

\$500

\$250

Other:

Q5. Is this an addition to a 2020-2021 UROP award?

Yes

No

. Application Section I: Contact Information

Q6. PI Student ID #

Q7. PI Major

Q8. PI Minor

Q9. PI Employee ID # (if previously employed by the University of Colorado)

Q10. PI Primary Phone #

Q11. PI CU Denver GPA

Q12. PI CU Denver E-mail

Q13. PI CU Denver Expected Graduation Date

Q14. Faculty Mentor Name, First

Q15. Faculty Mentor Name, Last

Q16. Faculty Mentor Title and Department

Q17. Faculty Mentor CU Denver E-mail

Q18. Optional: Whether you answer or not, your application will be eligible for consideration. Mark all those that apply.

Are you an ethnic minority undergraduate student?

Did you graduate from a high school in a rural community (rural communities outside of urban areas)?

Are you a first generation college student (neither parent/legal guardian has received a baccalaureate degree)?

I am not any of the above.

I decline to answer.

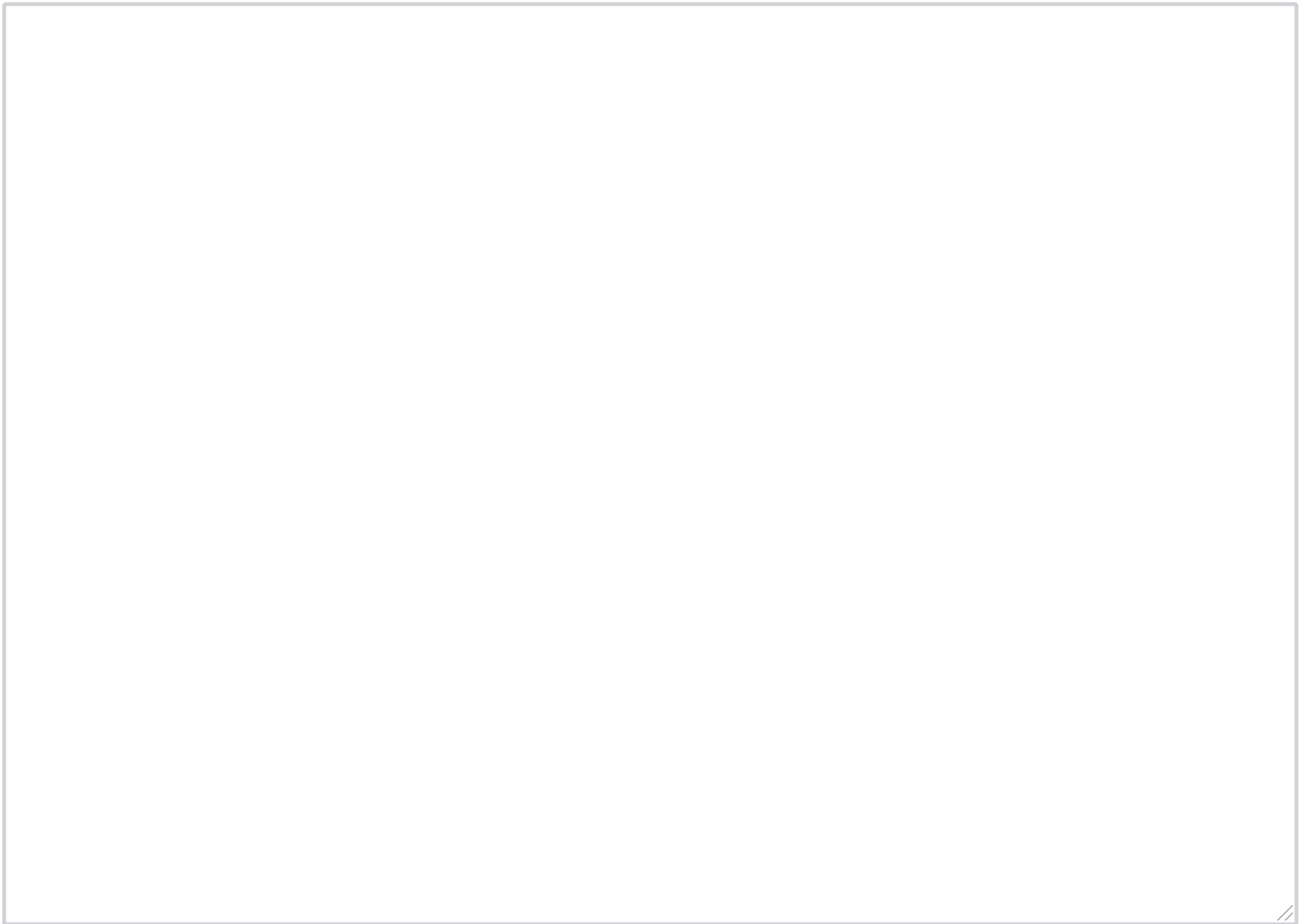
Attendee Information

Block 3

. Application Section II: Project Description

Q19.

Enter a less than one page summary (about 2500 characters including spaces) into this box that: 1) describes your research, creative, or other scholarly activity, including specific objectives and significance; 2) provides context for the scholarly activity supported by state-of-the-field references; and 3) describes how the project contributes to your professional development. Enter text directly into this box or paste from another source. Do not put line breaks in please.



Q20. My project requires COMIRB or IACUC approval (research subjects are people or animals). If you are unsure, please ask your Faculty Mentor.

Yes

No

Q21. If my project requires COMIRB or IACUC approval, I understand I must email Mary Baitinger copies of the approved protocols

Yes

No

Q22.

Provide your bibliography (minimum 3 references, maximum 10 references) for the above summary. Applications without scholarly (peer reviewed journal articles, books,

etc) references will not be rated as highly as those with scholarly references. Enter text directly into this box or paste from another source.

Q23.

Provide a timeline of scholarly activities including any virtual conference attendance or presentations beginning with the award date and culminating with your presentation at RaCAS 2020. Enter text directly into this box or paste from another source. Please do not put in line breaks.

Q24.

Specify the full amount being requested along with an itemized list of expenditures with justification. If you are requesting supplies, get a price estimate and put that in along with a source of that price estimate. If you are requesting a stipend, estimate the number of

hours to be spent working on this project and what that breaks down into an hourly wage. Enter text directly into this box or paste from another source.

Q25. In preparing your UROP application, please check all of the following CU Denver resources you utilized.

Check all that apply.

The Writing Center (workshop, appointment, etc)

The Auraria Library (workshop, meeting with Research Librarian, etc)

Office of Undergraduate Research & Creative Activities (workshop, met with research advisor, etc)

Faculty mentor previewed application (this is expected as part of submitting a successful and thorough application by the UROP reviewing committee)

None

Other:

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. Application Section III - Mentor's Letter of Support

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Separately, your mentor should submit a one page letter of support to Mary.Baitinger@ucdenver.edu by Friday, October 2, 2020, 5:00 p.m. The letter should include the following:

- 1) assesses your proposed research, creative, or other scholarly activity, including efficacy;
- 2) describes how the activity contributes to your professional development;
- 3) assesses your academic preparation;
- 4) clarifies their role as mentor and
- 5) provides a timeline throughout the academic year when the mentor will meet with you.

Q26. I understand my mentor needs to submit a one page letter of support by the deadline for my proposal to be given full consideration.

Yes

Other:

. **Application Section IV - Unofficial Transcripts**

. Separately, you must submit your CU Denver unofficial transcripts to Mary.Baitinger@ucdenver.edu by Friday, October 2, 2019, 5:00 p.m.

Q27. I understand that I need to submit my CU Denver unofficial transcripts by the deadline to be given full consideration.

Yes

Block 5

. **Application Section V: UROP Award Agreements and Required Signatures**

. If your project is selected for funding, the following agreements will be enforced. Type your full name for each statement that indicate you agree to honor their intent.

S1.

EXPENSES I will use all awarded UROP funds only for the stipend and/or expenses as detailed in the original Budget Request. I will contact Mary Baitinger prior to making any equipment purchases or incurring any travel expenses to ensure that University policies and procedures are followed. If my budget plan deviates by more than 20% of my original budget plan, I will provide written justification to the Office of Undergraduate Research & Creative Activities.

S2.

STIPEND If I receive a stipend, I must become a CU Denver University employee, provide my Social Security card, driver's license, bank account information, undergo a criminal background check, and know that stipends are reported to the IRS as income. A stipend will be paid after my RaCAS 2021 presentation.

S3.

MENTOR APPROVAL My mentor has read and approves this grant proposal and all aspects of the proposed grant-supported research or creative activity.

S4. MENTORSHIP PARTICIPATION If I receive an award, my faculty mentor has agreed to mentor my project, which includes meeting with me on a regular basis, providing budget oversight, and working with the Office of Undergraduate Research & Creative Activities, as needed, regarding adhering to university policies and procedures.

S5. EQUIPMENT/SUPPLIES All equipment and supplies purchased with UROP funds become the property of the University of Colorado Denver. Items having a use beyond the grant project (e.g., video equipment, computer hardware, geologists' hammers, binoculars, etc) must be returned to the department of the Faculty Mentor.

S6. NON-TRANSFERABLE FUNDING AND CHANGES IN BUDGET/PROJECT UROP funds are not transferable and must be used prior to graduation or April 30, 2021. I understand that equipment and travel budgeted funds cannot convert to a stipend later. However, stipend can convert to equipment/travel funds. If there is a change in my student status (graduation, unenrollment, etc.) or I am unable to expend the UROP funds, I will immediately notify the Office of Undergraduate Research & Creative Activities to review the impact on my budget

S7. ENROLLMENT I will enroll for a minimum of 3 credit hours per semester during the time the proposed project is conducted. I will complete my project prior to graduation or April 30, 2021. If I am entering a graduate program during the length of the Mini-Grant award, I understand that I am not eligible to receive funding.

S8. ACKNOWLEDGEMENTS I will acknowledge financial support received from CU Denver UROP in any articles published, papers presented, exhibits, recitals given, etc. that result from UROP funding.

S9. RaCAS I will present the results of the UROP-funded project at the 2021 Research and Creative Activities Symposium (RaCAS) to be held on Friday, April 30, 2021, as a stipulation of UROP grant funding.

S10. FINAL REPORT Upon completion of my UROP project, I will submit to Office of Undergraduate Research & Creative Activities a faculty mentor-approved final report, outlining my project's goals, process, and accomplishments. I understand that UROP final reports are due on or before April 30, 2021. If I graduate early, the report is due before finals in the semester I graduate.

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