

The University of Cincinnati's Graduate College  
and Office of Research  
University Research Council (URC) Graduate Student Stipend  
and Research Cost Program for Faculty—Student Collaboration  
Request for Proposals (RFP) in  
**PHYSICAL SCIENCES AND ENGINEERING**

*Funding is available to support up to 7 awards in the Physical Sciences and Engineering.*

The Graduate College and the Office Research are pleased to announce the 2024-2025 RFP for the University Research Council (URC) Graduate Student Stipend and Research Cost Program for Faculty—Student Collaboration.

The URC funding program is UC's oldest and most prestigious internal funding mechanism. Since 1971, the URC has worked in partnership with the Vice President for Research to advance high-potential research, scholarship and creative work, including that conducted by our graduate students. Following in the Teacher-Scholar model of graduate education, this URC program provides summer stipend support to outstanding graduate students working in collaboration with a UC faculty member. A total award of \$7,750 is available to each applicant. Stipend support of \$6,750 will be provided to the graduate student plus up to \$1,000 for research costs payable to the department.

#### **KEY DATES**

RFP released: September 4, 2024

Proposal Deadline: November 13, 2024 by 5:00 pm EST

Awardees Announced: Week of January 27, 2025 (anticipated)

Research Project Period: 2025 Summer Semester

#### **Eligibility**

- Eligible applicants include UC graduate students who will still be enrolled by December of the following academic year (December 2025).
- Eligible students must be able to accept the stipend for Summer Semester 2025.
- Eligible students must have accrued less than 174 credit hours as of Fall Semester 2024.
- Eligible Faculty Collaborators are UC faculty members with at least an 80% FTE appointment; those who hold a primary appointment in one of UC's affiliates (CCHMC and VA) are eligible to contribute effort; adjuncts and visiting professors are not eligible.

## **Awards**

The stipend is reserved for Summer Semester 2025 activities. The Office of Research Director of Business Affairs will contact awardees' College business managers to facilitate transfer of funds upon awardees' acceptance of awards.

## **Review & Selection Process**

Each URC proposal will be reviewed by a team of faculty reviewers. The review process will be managed such that no conflict of interest issues arise. The URC review panel recommendations for funding will be assessed by the Office of Research before recommendations for awards are given to the Vice President for Research for final approval and funds distribution.

## **Program Directors**

The number of applications submitted through each graduate program is limited, and there is a requirement for a pre-review by the department/college of the applicant. The number of applications that can be submitted per graduate program will be shared separately by the Office of Research. Applications require approval of the graduate program through completion of the "Graduate Program Director Form", which certifies that the submission is within the allowable limit.

Deadlines for internal proposal review and format requirements are set by each graduate program.

## **Proposal Submission Requirements**

Applications will be submitted online via Wizehive, a user-friendly, internal funding software, with the access linked posted at <https://research.uc.edu/funding/overview>.

## **Application Materials**

The application will consist of the sections below. Please remember that a diverse group of reviewers from physical sciences and engineering disciplines will be reading the proposal. Therefore, please write the proposal such that everyone can understand it. Note – we recommend you prepare your proposal, following the specific word counts, within a separate document and then copy and paste the requested information (as appropriate) into the text boxes on the portal.

### **Proposal Contents:**

- Project Title (30 words)
- Statement of Problem (200 words)
- Background and Significance (500 words)
- Specific Aims, Research Questions or Hypotheses (250 words)
- Research Strategy or Plan (500 words)
- New Area of Research (250 words)
- Figures Upload (PDF upload – as necessary)
- Timeline (500 words)
- References (PDF upload)

- List presentations in the following areas made while a member of a UC graduate program (PhD or masters). Provide names of all authors in the order shown in the publication, titles, names of conference or meeting, locations, and dates (PDF upload)
  - Peer-Reviewed Publications (provide Digital Object Identifier's DOI addresses) and underline the first author(s)
  - Non-Peer Reviewed Publications (DOI's included) and underline the first author(s)
  - Technical papers and underline the first author(s)
  - Oral presentations given by you at a major symposium, conference, or seminar.
  - Posters presented by you at a major symposium, conference, or seminar.
  - Oral presentations given by you at a University of Cincinnati conference or seminar
  - Posters presented by you at a University of Cincinnati conference or seminar.
- Faculty Collaborator's Role (200 words)

All applicants are required to include the following additional documentation:

- Biographical Sketch: Maximum of 4 pages, double-spaced, with 12 pt font and 1-inch minimum margins. (PDF upload)
- Education and Career Objectives (250 words)
- For students in their 2<sup>nd</sup> year and beyond at UC, a copy of unofficial UC transcript or degree audit is required. For 1<sup>st</sup> year graduate students, a copy of unofficial undergraduate transcripts is required. Grades obtained in your graduate courses at UC are a third of your presentation score. If you have not completed your first-year courses in your degree program, you should strongly consider applying the following year. (PDF upload)
- [Faculty Collaboration Agreement](#) (PDF upload)
- [Program Director's Approval](#) (PDF upload)
- Research Protocol Compliance Check-In (Information will be provided within Wizehive)
- Budget Request and Justification for the Research Costs, not to exceed \$1000 (Information will be provided within Wizehive)

### **Official Review Criteria**

- Research Project Merit
  - Would the project help the student learn? Is the project innovative and of theoretical and/or practical significance?
  - Are the goals clearly articulated? Are the project design and analysis appropriately addressed?
  - Can feasible progress be made on the project during the summer funding period?
- Academic and Research Achievements
- Compliance with Application Guidelines in the RFP and the Submission Portal

### **Award Conditions**

- **Awardee stipend amounts will be \$6,750 for the summer semester.** No other UC student worker or GA/TA/RA employment *outside of the home graduate program of the student* is allowed during the award period. However, graduate programs/faculty collaborators may supplement the stipend via other research or teaching funds to match program norms. *Outside employment is not allowed during the award period.*
- Award duration is for the summer semester 2025.
- All work resulting from this research effort must acknowledge “University of Cincinnati, Office of Research – URC Graduate Student Stipend and Research Cost Program for Faculty—Student Collaboration” as project funding source.
- Allowable research program costs are those listed in the proposal budget that were approved by the review panel. Such costs will typically be those associated with successful completion of a research or scholarly project and may include equipment, supplies or services. Travel to meetings or conferences is not supported. Travel that is essential to successful completion of the aims of the project is permitted.
- Please note: Neither indirect costs nor graduate student tuition can be charged to this award.
- A financial report will be provided from the student’s department at the end of the award period. Expenses at the conclusion of the project will be reviewed and all unused funds will be returned to the Office of Research for reallocation toward future awards.
- No-cost extensions for the allocated research program costs are not allowed.
- Requests for no-cost extensions for unused stipend amounts are allowable. They should be submitted to [Research@uc.edu](mailto:Research@uc.edu) and will only be granted in cases where the entire amount of the approved summer stipend could not be used due to extenuating circumstances, which must be justified in writing. Applicants should make any request *no later than July 21, 2025* to provide sufficient time for evaluation and determination of a no-cost extension approval.
- It is expected that the faculty collaborators of student awardees will participate in other activities such as proposal reviews for this program or other internal funding opportunities out of the Office of Research in the future.

**QUESTIONS?** Contact [Research@uc.edu](mailto:Research@uc.edu)