

The University of Cincinnati's Graduate School and the  
Office of the Vice President for Research sponsored

**University Research Council (URC) Graduate Student Stipend  
and Research Cost Program for Faculty—Student  
Collaboration Request for Proposals (RFP) in the areas of:  
ARTS & HUMANITIES**

The Graduate School and the Office of the Vice President for Research are pleased to announce the 2021-2022 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 plus funds to support related research costs working in collaboration with a UC faculty member. A total award of up to \$7,500 is available to each applicant. Stipend support of up to \$6,500 will be provided to the graduate student plus up to \$1,000 for research costs payable to the department.

*Funding is available to support up to 6-7 awards in the Arts & Humanities.*

**KEY DATES**

<b>10/28/21</b>	<b>RFP Released/Web Portal Open</b>
<b>12/02/21</b>	<b>Proposal Due by 5 pm EST</b>
<b>02/21/22</b>	<b>Awardees Announced (anticipated)</b>
<b>05/09/22</b>	<b>Summer Semester Start Date</b>

## **Eligibility**

- Eligible applicants include UC graduate students who will still be enrolled by December of the following academic year (December 2022).
- Eligible students must be able to accept the stipend for Summer Semester 2022.
- Eligible students must have accrued less than 174 credit hours as of Fall Semester 2021.
- 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 2022 activities (May 9<sup>th</sup> through August 19<sup>th</sup>). 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 and the Graduate School 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. Applications require approval of the graduate program through completion of the "Graduate Program Director Form". The number of applications that can be submitted per graduate program is 10% of the total number of enrolled full-time graduate students with the minimum number being one application. 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 should consist of the sections below. Please remember that a diverse group of reviewers from the arts and humanities disciplines will be reading the proposal. Therefore, please write the proposal such that everyone can understand it.

In 2500 words or less, please describe:

- Project Title; and
- Project Description; and
- Current Project status and proposed schedule; and
- Preliminary or expected results; and
- The role of the project in the applicant's advancement to degree and unique impact on intellectual development not otherwise attainable; and
- Where the project overlaps with a faculty member's, a statement on the distinct, separate nature of the student's project.

All applicants are required to include the following additional documentation:

- Upload an abbreviated curriculum vitae, unofficial transcript, or other records summarizing your graduate career to be used to evaluate your ability to conduct the proposed project – two page maximum (PDF upload)
- [Faculty Collaboration Agreement](#) (PDF upload)
- 1 letter of recommendation must be submitted by the individual letter writer by the application deadline. Letters should be sent to [research@uc.edu](mailto:research@uc.edu) and must use subject line: URC Grad Stipend Letter of Recommendation for (Student Name)
- [Program Director's Approval](#) (PDF upload)
- Research Protocol Compliance Check-In questions
  - [View policy](#) regarding participant compensation

### **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 determined at the time of the award and will be based on the current program stipend level in effect.** Graduate Program

Directors for awardees will be notified by the Graduate School to certify the appropriate stipend level for their program. The maximum available stipend through this URC award will be \$6,500 for the summer semester.

- Award duration is for the summer semester (May 9<sup>th</sup> through August 19<sup>th</sup>).
- All work resulting from this research effort must acknowledge “University of Cincinnati, Office of the Vice President for 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 URC award.
- A financial report will be provided from the PI’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.
- 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 14, 2022* to provide sufficient time for evaluation and determination of a no-cost extension approval. No-cost extensions for the allocated research program costs are not allowed.
- It is expected that the faculty awardees will participate in other activities such as proposal reviews for this program or other internal funding opportunities out of the Graduate School and Office of Research in the future.

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