

Student Information

The Undergraduate Research & Development Fund (URDF) supports W&M undergraduate students who are not currently majoring in Coastal & Marine Sciences in pursuing meaningful experiential learning opportunities in the broadly defined field of coastal and marine sciences. These opportunities may include research, field-based learning, and other hands-on experiences that support students' academic and professional development. Awards are open to students working with a mentor based in any of W&M's academic schools or programs, with priority given to students who have declared a minor in Coastal & Marine Sciences.

The application provides an opportunity to compete for one of three awards. Awards will be based on the strength of the proposed research experience, including the quality and feasibility of the research plan, the significance of the experience, and overall strength of the application.

- **Spencer Field Research Award**: One **\$5000 award** will be presented to the top-ranked applicant, recognizing an outstanding proposal for a coastal or

marine science **research** experience. This award is supported by an endowment honoring the experiences of Marine Science Minor Erin Spencer '14, who valued the training she received as an undergraduate in developing research proposals.

- **Nichols Marine Field Science Award:** Two **\$2,500 awards** will be awarded to additional highly competitive applicants whose research proposals demonstrate strong potential for meaningful experiential learning in coastal and marine sciences. Established with support from Dr. Maynard and E. Jane Nichols, this award is specifically intended to support research with a substantial field-based component. While fieldwork should be a meaningful component of the proposed research, not all award funds are required to be used to support fieldwork.

Applicants requesting \$2,500 or less will automatically be considered for the Nicholas Marine Field Science Award. Applicants requesting \$5,000 will be considered for the Spencer Field Research Award and, if not selected for that award, may also be considered for a Nicholas Marine Field Science Award.

Full Name (First_Last)

W&M email address

Student ID (93#)

Expected Graduation Year

What is your major(s). If you have not declared a major, what is your intended major? (note: current Coastal & Marine Sciences majors are not eligible, but prospective majors may apply.)

Are you a declared Coastal & Marine Sciences minor?

- ☐ Yes
- ☐ No

Research Plan & Budget

Spencer Family Research Award & Nichols Marine Field Science Award

Research Plan & Budget

Before completing this application, please download and complete the URDF Research Plan & Budget Template provided below.

Your URDF Research Plan & Budget should be prepared as a

separate Word document using the provided template and then saved as ONE PDF for submission.

Your Research Plan should include:

1. a two-page proposal narrative, detailed below.
2. an itemized budget with justification of how the requested funds will be used, following a template provided.
3. a curriculum vitae (CV) (2-page max) with year, expected graduation date, grade point average, faculty advisor information (including email), and research experience.

The proposal narrative should detail the proposed research project, and follows from guidelines set forth by the National Science Foundation's Graduate Research Fellowship Program and the W&M Charles Center Summer Research Grants Program. The proposal narrative must include the following sections (with associated headers):

Research Title

Provide a clear title for your proposed research project or research experience.

Research Plan

Describe the research project or research experience you are proposing, including:

- The research idea and proposed approach
- The work you will undertake and your role in the research
- Resources needed to participate in or complete the research
- What you hope to learn or accomplish through the experience

Significance & Learning

Why is this research meaningful? What do you hope to learn or accomplish? Briefly explain how the experience connects to your academic interests, including your interest in Coastal & Marine Sciences

Broader Impacts

Explain the potential to benefit society, the environment, education, or the broader field of Coastal & Marine Science.

Additional information on formatting your proposal narratives:

- Be no more than two pages in length.

- Be prepared on 8.5 × 11-inch pages with 1-inch margins on all sides. Use 11-point Times New Roman (or similar) font with 12-point line spacing throughout the application.
- Not include headers, footers, or page numbers.
- Include all figures, tables, captions, and references within the page limit.
- Use clear section headings to organize the proposal and make the required components easy to identify.
- Not direct reviewers to external websites or other materials for information needed to evaluate the proposal.
- Include references in the text (specifically in the 'research plan' section) and listed in a References Cited section within the page limit.

Your Budget should include:

Provide a thorough and specific budget for the expenses associated with your proposed research experience.

For each expense, include:

- Expense/Item — What will you purchase or pay for?

- Purpose — How is the expense related to your research experience?
- Amount — Estimated cost
- Other Funding — Identify any portion of the expense that will be covered by another funding source, if applicable

Your budget should be specific enough for the review committee to understand exactly how Spencer Family Fund support would be used. Include a total amount requested from the Spencer Family Fund.

Budget Justification

Explain why the requested expenses are necessary and how Spencer Family Fund support will enable or enhance your research experience. If you are receiving or applying for funding from another source, explain how the Spencer Family Fund would complement that support.

Important Submission Instructions Your completed Research Plan, Intellectual Merit, Broader Impacts, Budget, Budget Justification, and References (if applicable) must be submitted together as ONE PDF file.

Please do not upload separate documents for any part of the application.

File name: LastName_FirstName_SpencerFund.pdf

Download the URDF application and budget template:
[INSERT TEMPLATE HERE]

Upload your completed URDF application here

Confirmation

Please confirm the following by checking the box below:

- ☐ I confirm that all information submitted in this application is accurate and complete to the best of my knowledge.

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