

College of Health Sciences Seed Grant - 2019  
**Request for Proposals (RFP)**

**Graduate Student Travel Grant**

*The College of Health Sciences (CHS) has money available for research-related travel. College of Health Sciences students (Master's or Doctoral), currently admitted to a CHS program, are encouraged to submit proposals for scholarship-related travel. Travel awards are available for students to **present research** at a regional/national/international conference or symposium.*

**Awards will be announced at the College of Health Sciences Research Day  
Thursday, March 28, 2019**

## **Guidelines:**

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**Maximum Award:** \$750

**Submission Deadline:** February 15, 5:00pm MST

**Requirements:** Proposals **must include** the following:

1. **PURPOSE** (outline the purpose and type of presentation; conference name and location, etc.)
2. **SIGNIFICANCE** (describe how travel will enhance research-related professional development and research productivity)
3. **CONFERENCE/SYMPOSIUM ABSTRACT** (project title, authors names, and summary of research)
4. **APPENDICES must include**
  - a. The official acceptance for conference presentation. If the official acceptance for conference presentation is not received by March 15, 2019 at 5pm MST, an estimated date for announcement needs to be provided, and the official acceptance should be provided as soon as it is available.
  - b. If the student received previous CHS seed funding, a copy of funding letter.

**NOTE: Proposals will be reviewed by faculty and students from all disciplines in the CHS, thus, should be written in a manner that is understood by all in general (i.e. avoid ambiguity, avoid discipline-specific jargon, clearly define discipline-specific topics or procedures, etc.).**

**Evaluation:** Each proposal will be carefully reviewed by all CHS research committee members and scored as follows:

- **Significance/innovation:** Is there a strong scientific foundation for the project? Does the project address an important problem or critical barrier in the field? If the goals of the project are achieved, how will scientific knowledge and/or clinical practice be improved? Are the concepts, approaches, methodologies, or interventions novel to the field or novel in a broad sense? Or, do the concepts, approaches, methodologies, or interventions reflect a refinement or improvement in current practices?
- **Approach:** Are the strategy, methodology, and analysis plan clear, well-reasoned, and appropriate to accomplish the project goals? Are the strategies appropriate for the work proposed?
- **Future plan:** Is the project relevant to the investigator research topic and future goals? Are the future funding plans clear and reasonable?
- **Overall quality:** Is the proposal clear, organized, and well-written? Are all proposal requirements met?

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|---------------|----------|-------------|----------------|------------------|
| 4 = Excellent | 3 = Good | 2 = Average | 1 = Acceptable | 0 = Unacceptable |
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|--|---|--|---|---|
| Application addresses a problem of <b>high</b> importance/interest. May have very little or no weaknesses in other criteria (approach, future plan, or overall quality). | Application addresses a problem of <b>high</b> importance/interest. Overall impact is brought down by weaknesses in other criteria (approach, future plan, or overall quality). | Application addresses a problem of <b>moderate</b> importance/interest, with some or no weaknesses other criteria (approach, future plan, or overall quality). | Application addresses a problem of <b>moderate</b> importance/interest. Overall impact is brought down by weaknesses in other criteria (approach, future plan, or overall quality). | Application addresses a problem of <b>low</b> or <b>no</b> importance/interest. Overall impact is brought down by weaknesses in other criteria (approach, future plan, or overall quality). |
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The mean score will be calculated and used for ranking. In case of tie, additional voting will be performed to determine the rank.

Although the quality of research proposal is mostly valued, the actual ranking will be **needs-based** and the following rules will be applied:

- ✓ A proposal submitted by a non-tenured faculty member will receive a bonus of 10% of its mean score when it is ranked with proposals submitted by tenured faculty.
- ✓ If an applicant who is already ranked high (top 3) in the faculty seed grant application also competes for the faculty travel awards, the mean score of his/her travel award application will be discounted for 10% before being ranked.
- ✓ If the proposal remained to be top ranked after the application of the above two rules, the proposal should be recommended for an award regardless.

**Directions:** Proposals including the cover page and payment information (attached below) should be submitted to the assignment folder of “**Graduate Student Travel Grant**” on the **WyoGroups** named **CHS Research Committee**. Please email Jenifer Thomas (jthoma41@uwyo.edu) to request membership for this WyoGroup before submission. All submission should be made by **February 15, 2019**. The submission file should be named as “**XXX-CHS GradStudet Travel Apply-19**”. Obviously, your last name will replace the **XXX** above.

For questions, please contact:

Jenifer Thomas

Associate Professor

CHS Research Committee Chair

Fay W. Whitney School of Nursing, Health Sciences 432

Email: jthoma41@uwyo.edu

Office phone: 307-766-3546

**College of Health Sciences  
Graduate Student Travel Grant Proposal 2019  
Required Cover Sheet**

**Student Name** \_\_\_\_\_

**College unit** \_\_\_\_\_

**Title of Research Project**

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**Budget Request: \$** \_\_\_\_\_

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**Office/cell phone** \_\_\_\_\_

**Email** \_\_\_\_\_

# Health Sciences Research Day Finalist Payment Information

Name [Click or tap here to enter txt.](#)

Are you a University of Wyoming Employee    Yes     No

If yes, provide your W# and Employee ID

W# [Click or tap here to enter txt.](#)    EMPID [Click or tap here to enter txt.](#)

If you are **not** a UW employee please complete the supplier registration by clicking [here](#).  
Please provide the date you completed the supplier registration [Click or tap to enter a date.](#)

UW employees will receive their award payment with their paycheck. Non UW employees will receive their award payment via check or direct deposit, if the bank account information section is not completed on the supplier registration you will receive a check.

Please return this form to Leslie Montoya in the Health Sciences Deans office, HS235 or [ldarnall@uwyo.edu](mailto:ldarnall@uwyo.edu)

If you have any questions please contact me.

Thank you,

Leslie Montoya  
College of Health Sciences  
College Coordinator  
307-760-3495  
[ldarnall@uwyo.edu](mailto:ldarnall@uwyo.edu)