



**FSU College of Medicine
2017 Summer Research Fellowship
Proposal Submission Form**

2017 College of Medicine Summer Research Fellowship proposals are due by **5:00pm on Friday, March 17th**. Submissions can be emailed to research@med.fsu.edu or dropped off in the Office of Research Administration (Med-RA), in MSR Suite 1309.

All proposal submissions must follow the criteria included in *guidelines for a successful proposal* on page 2, as well as include a copy of the faculty mentor's curriculum vita.

The Summer Research Fellowship Committee requires all College of Medicine students to follow strict research policies.

Check the appropriate statement that applies to your research with human subjects or in a biomedical sciences lab setting:

- ☐ **My research proposal involves working with human subjects, and I affirm that prior to starting my research,**

I will or have already completed the required CITI training in the protection of human subjects required by the FSU College of Medicine;

I will or have already submitted this project proposal with my faculty mentor to the FSU CoM Research Advisory Committee (RAC);

I will or have already submitted this project for approval by the appropriate Institutional Review Board(s) (e.g. FSU IRB, Tallahassee Memorial HealthCare, etc.)

- ☐ **My research involves working in a biomedical sciences lab, and I affirm that I have or will have completed the necessary lab safety training before starting my research.**

Print Name of Student

Signature of Student

Date (x/xx/xx)

1/4/2017

2017 Research Summer Fellowship Guidelines for a Successful Proposal

General Description

- 1) There are a limited number of fellowships awarded and the selection process is based on the quality of the proposal submitted.
- 2) Only one student per one research project is considered for funding.
- 3) It is unlikely that more than one student proposal per faculty member will be funded; if there is more than one student proposal from one researcher applying, there should be a letter from the faculty member's department chair in the application package.
- 4) Awards will be distributed among the different departments as much as possible.
- 5) Students are required to produce a poster for presentation at the Annual Research Fair and a one page summary at the end of the research.
- 6) Faculty supporting research proposals commit themselves to:
 - a) assist the student with development of a high quality research application,
 - b) use their skills to assist the student with performance of the research project, and
 - c) mentor the student through the process of developing a poster presentation.

Criteria for Successful Proposals

- 1) Clearly stated research question geared toward a multidisciplinary audience.
- 2) Basic literature review that is conducted by the student.
- 3) Statement of significance of the research question in the proposal (a) to the field, and (b) to the student (e.g., the impact of this experience on their personal development and professional career as a physician).
- 4) Clear and succinct description of the research methodology.
- 5) Delineation of student's role in the proposed project.
- 6) A copy of the faculty member's curriculum vita.
- 7) Limit of four pages.

Members of the Summer Research Fellowship Committee evaluate and score each proposal independently according to the above criteria and meet as a committee to recommend proposals to be funded. Feedback is made available to the student and faculty applicants after awards are announced.

Other Important Considerations

- 1) A baseline timeline must be provided for the student's proposed activity relative to the overall research project timeline.
- 2) The student's role in the proposed research must be substantial and include contributions to one or more of the following areas:
 - a) conception and design of project;
 - b) protocol development, acquisition of data, protocol submission to institutional review boards (e.g. FSU CoM and FSU IRB for human subjects research), site negotiation, data collection and management;
 - c) analysis and interpretation of data;
- 3) Students and faculty are encouraged to discuss opportunities for contributing authorship to any article(s) resulting from the fellowship research.
- 4) If CoM Research Advisory Committee (RAC) and FSU IRB approval are necessary for the proposed project, the proposal must include a statement regarding the current status of the application(s).
- 5) All FSU CoM students who conduct research with human subjects are required to be appropriately trained in the responsible conduct of research through CITI.