OUR Project Awards
Information & Guidelines

Goal of OUR Project Awards: Support UWF undergraduate student researchers (as individuals or as student teams) by providing funds for the purchase of materials and supplies related to conducting a research project.

While not all student research projects will be funded, the application process is a very valuable professional development opportunity.

Allowable Expenses: Chemicals or laboratory equipment, photocopies of research questionnaires, visual art supplies, etc. Travel to get to a field site, external library or archival facility are allowable expenses, although conference travel is not allowed (please consider OUR Travel Awards for conference travel). Student or faculty stipends are not allowable expenses.

Funding Limits:
- Up to $500 for individual research projects
- Up to $750 for group projects (two or more undergraduate students)

Eligibility:
- Current undergraduate, degree-seeking, students who are in good standing with the University
- Students must have identified a UWF faculty member who is willing to serve as the project's research mentor
- Allowable mentors include current UWF faculty with a range of appointment types including adjunct, lecturers, post-docs, and tenure line

Key Dates and Deadlines for the Award Cycles:

	Call for Proposals	Submission Deadline	Anticipated Award & Denial Notification
Cycle 1	23 Aug 2021	13 Sept 2021	1 Oct 2021
Cycle 2	14 Sept 2021	5 Nov 2021	3 Dec 2021
Cycle 3	4 Dec 2021	28 Jan 2022	18 Feb 2022

Required Proposal Documents: Proposal documents are submitted by the student via an electronic form directly at uwf_our.communityforce.com or via links on the our website (uwf.edu/our). Applications *can* be saved and accessed later, so you do not have to complete the entire application at once. Required documents include:

1. Basic identifying data for each student, including name, department, college, and email (and saved in an Excel file for a group project)
2. Name and contact information (UWF email address) for your faculty research mentor
3. Project Description (1-2 page narrative; saved as pdf and uploaded) and including:
   o Background information with citations
   o Description of research plan, including goals and methods
   o Anticipated outcomes
   o For group projects, *clearly state* each person's distinct role and expertise
4. Budget Information, which should include the following:
   o Table of all items/costs associated with the proposal
   o Budget Justification – a written description of what will be purchased and how it will be used