Bucknell Undergraduate Research Program

Application Materials

The application is the responsibility of and must be written by the student proposing the project, not the faculty member with whom the student will be collaborating. The proposal must include a clear research question, problem or creative undertaking, as well as a clearly-defined research process or method by which the project is to be undertaken, one that is plainly achievable during the summer months. A successful proposal must also demonstrate an intellectual collaboration between the student and faculty member in both the formulation and conduct of the project.

The proposal, as written, should be understandable to those whose area of specialization is outside that in which the proposed research is to be conducted. It is important that each component of the application (see below) be fully and convincingly completed. Grammatical lapses and spelling errors will negatively influence the committee’s impression of the proposal.

Part I: Cover Page

1. Title of the Project
2. Student Name and Class Year
3. Campus Address (Box #) and Cell phone #
4. Email Address
5. Student BUID
6. Name, Department, and Email Address of Faculty Mentor
7. Signatures of both the Student and Faculty Mentor

Part II: Student’s Research Proposal

(In total, the student’s proposal should not exceed three pages, single-spaced, using 12 point font and one-inch margins.)

A: The research question
The research question, problem being addressed, or aim of the creative endeavor, must be clearly stated, as should any anticipated answers, solutions, or products.

B: Project description, including methods and anticipated outcomes.
Explain clearly how the research will be conducted. The feasibility of the proposed methodology must be evident. Specify where the work is to be performed, indicating the dates or frequency of any use of off campus sites. The research facilities should be described and appropriate for the kind of work to be done. Recognition of time constraints is important in designing a project that can achieve meaningful results during the course of the summer. Regardless of what is proposed, a logical connection between process and outcome must be evident to the advisory committee.

C: Research Value

Articulate the value of pursuing an answer to the question, solution to the problem, or creation of the artistic piece. Explain why this undertaking is a valuable investment of time and resources. Merely gaining experience in a given field is an insufficient goal or outcome for a successful proposal.
D: Sharing the Results

Explain the concrete product that is anticipated to result from the research and how it will be shared or distributed, in addition to the Kalman Research Symposium. Examples include a manuscript, paper, short story, book chapter, or collection of poems for publication and the place(s) it will likely be published or in which publication will be sought. For an artistic piece or production, describe how and where it will likely be displayed or produced.

E: The Faculty Mentoring Relationship

Explain the anticipated contact and communication between student and faculty mentor. The advisory committee wishes to promote a high degree of intellectual engagement between student and mentor, and will look for evidence that such a relationship will exist. Communication is expected to be both regular and substantive throughout the project. Project proposals in which the student and faculty member are in different sites and/or are communicating, for example, only by e-mail, are strongly discouraged. The frequency with which the student and mentor interact and the general availability of the mentor will be important factors in selecting summer fellows.

Part III: Faculty Endorsement

(Written and signed by the faculty member and submitted separately from the student’s proposal. Endorsement letters should be sent to the email address below as a pdf attachment on or prior to Feb 3, 2017.)

The faculty member who intends to collaborate in the proposed project should submit, under separate cover, a confidential realistic description of his/her involvement in the formulation and implementation of the project, and a detailed description of the method of the collaboration with the student including the nature and frequency of their interaction over the period of the project.

The faculty endorsement should conclude with a brief description of
   a) how the project relates to his/her scholarship,
   b) how the student is particularly qualified to undertake the proposed work,
   c) and how the faculty member perceives the project will benefit the student’s education.

Note: If the proposed project involves human or animal subjects, it is the faculty advisor’s responsibility to obtain any required IRB or IACUC approvals.

Proposal Submission

Please submit proposals to Gretchen Fegley, Office of the Provost, gfegley@bucknell.edu. Applications will be accepted electronically, as a pdf attachment.

The submission deadline for summer 2017 is Friday, Feb. 3, 2017 at 11:59 p.m. ET. Applicants can expect to be notified of the selection committee's decision before spring break.

Further Information
Contact Margaret Marr, Director for Undergraduate Research and Fellowships, x71979, Margaret.Marr@Bucknell.edu or Gretchen Fegley, Office of the Provost, x73655, gfegley@bucknell.edu