SDE/GWIS Madison Chapter Ruth Dickie Grants-in-Aid and Scholarship 2024/2025 Application

Submission Guidelines:

- All materials must be submitted in Word format.
  - 1" margins on all sides
  - 12-point font with Times New Roman, Courier, or Arial font
- All materials will be submitted via underline email to the Madison Chapter Scholarship Coordinator. **Please name your file as: "last name_year_grant in aid OR scholarship".**
- Total materials to be submitted via Word document format include (specific details regarding each of these sections for both Grants-in-Aid and Scholarship are found below):
  - Application form
  - Abstract/project title
  - Project description
  - Evidence of research ability
  - Proposed budget
- Recommendation letters will be submitted as Word or pdf documents via the recommenders to the Madison Chapter Scholarship Coordinator. **Please have your advisor name the file like this: "your last name_advisor last name_year_recommendation"**

Application form: Please fill out the entire application form and attach it as the first page to your other materials.

Abstract with project title. 100-word limit, not including spaces and punctuation or title.

Description of the project:

Grants-in Aid application 800-word limit, not including spaces and punctuation;

Research Scholarship application 1,500-word limit, not including spaces and punctuation.

The description must be sufficient to allow a reviewer familiar with the general area of the work to evaluate the underlying hypothesis and the methods to be used in the experimental approach. Please remember that reviewers reading your grant are not likely to be experts in your specific field, so you must write for a more general audience.

Please include in this section:

- A hypothesis and specific aims
- A brief description of background data and/or the significance of the project to the field, including some discussion of the expected results, their interpretation, and potential problems and probable significance in relation to other research findings.
- A broad description of experimental techniques and methods

Although funds may be requested for travel, specialized equipment, or other purposes for which it is often difficult to obtain support, applicants should be aware that the award process is very competitive and applications for travel or equipment e.g. are not as likely to be funded as applications for research in the strictest sense.

Evidence of research ability and experience: This section should include:

- Brief resume-style (CV or bio-sketch) summary of applicant's academic experience, including undergraduate and graduate institutions attended and dates attended, major(s), degree(s) granted and professional history, including positions held, dates, and location in chronological order.
  - 2-page limit
- **Recommendations**. Please have submitted two letters—one from an advisor or department head, plus one other who is qualified to evaluate the applicant's ability to perform the proposed research. Letters of recommendation must be submitted to the Madison Chapter Scholarship Coordinator.

Relevant personal factors: 200 words or less, not including spaces and punctuation.

- Please discuss any relevant personal factors (including financial need, family, health) that should be considered in evaluating your proposal
- Include the impact these funds may have on your graduate studies:

Proposed budget:

- Indicate whether you are applying for the Grants-in-Aid or the Scholarship.
- Please chart your entire project's budget with very brief line item descriptions
- Indicate specifically **which aspect of the budget** you will use for your Ruth Dickie Grant-in-Aid or Scholarship.
- Please indicate a timeline of when funds will be used.

NOTE: Failure to comply with any of the following conditions is cause for rejection of the application:

- Lack of SDE-GWIS Madison Chapter membership
- Failure to supply all required information
- Surpassing word limit requirements