

Center for  
  
GeoHazards Studies

University at Buffalo  
The State University of New York  
College of Arts and Sciences

## Proposal Guidelines

### **2017 Center for Geohazards Studies Student Research Award**

#### **Important dates**

All applications materials must be received by **February 28, 2017**. Funds are available for projects to start on **July 1, 2017**. Projects must be completed by **April 30, 2018**. The funds for individual research awards will be administered by the Center for Geohazards Studies. *Awards are contingent upon continued funding of the Center for Geohazards Studies.*

#### **About the Program**

The University at Buffalo, Center for Geohazards Studies is pleased to solicit applications for the Center for Geohazards Studies Student Research Award (CGSSRA). These awards enable outstanding graduate students in science, engineering, and other fields, who are enrolled at the University at Buffalo to improve and expand their research skills while directing their efforts towards natural hazards in the United States and/or abroad. The Program especially encourages individuals who want to better link our understanding of geological hazards with pressing policy and management applications to apply. Award recipients will be selected on the basis of ability to conduct innovative research that promises to improve the effectiveness of natural hazards science. The application process is tailored after the proposal development process for the National Science Foundation, giving applicants exposure to the grants process. The grants are intended to only cover costs directly related to research, and as such other types of proposals (e.g., for conference attendance) will not be considered.

Individual graduate students, from any department or discipline at UB, who are conducting research related to natural hazards and disasters are encouraged to submit proposals. The Program expects to select one or two award recipients, in March, 2017. The total amount available for the CGSSRA is \$3,000.

*Note that the awards are made for direct research expenses, not including conference or workshop attendance.*

#### **Eligibility and Award Terms**

Eligible individuals must be enrolled in a graduate degree program at the University at Buffalo and be a member of the Center for Geohazards Studies (register at no cost at <http://geohazards.buffalo.edu/form/>).

Award recipients will receive an award up to \$2,000, depending on research needs as identified in the project narrative and in the detailed budget. Funds may be used to support travel expenses, supplies and equipment, and must be clearly justified within the context of a given proposal.

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Any presentation or publication supported through this award should include an acknowledgement of the center funding including logo where appropriate.

### **Application Materials**

All materials must be submitted electronically to [bac6@buffalo.edu](mailto:bac6@buffalo.edu). All files should be submitted in PDF or MS Word format. You may submit materials in separate files or all in one file (all in one file and PDF preferred). Please include your last name in some part of the file name. Letters sent on your behalf should include your last name and the sender's last name in some part of the file name. Please do not \*lock\* PDF documents as they will be merged with other application materials (such as recommendation letters) to make review more convenient. Proposals should be in 12-point font (preferably Times New Roman or similar), single space, with one-inch margins all around.

1. Cover letter: Applicants should provide a compelling narrative of her/his interest in natural hazards, evidence of leadership and innovation, and how the award could facilitate a unique and interdisciplinary plan for professional development. Applicants should not use cover letters to restate or extend material presented in the proposal, and vita. Thoughtful, well-crafted cover letters improve the likelihood that competitive proposals will be identified during the initial stages of proposal evaluation.
2. Title Page: Include applicant's name, contact information, project title, and other pertinent information.
3. Budget and Budget Narrative page (see attached).
4. Research Plan: The research plan should include the following, with a maximum length of four pages:
  - a. abstract,
  - b. background section,
  - c. statement of objectives,
  - d. approaches and methods,
  - e. anticipated results,
  - f. research schedule,
  - g. relevance to natural hazards (science, engineering, human, or other aspects).

Literature cited is not included in the 4-page limit. Research approaches may include comparative studies, synthetic analyses across sites, experimentation or observational studies, numerical

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modeling, or any combination. Proposed research may include intensive work at one site, work at multiple sites, or comparative evaluations of studies by other scientists across many sites. In all cases, the central questions of the inquiry must be clearly articulated. Proposed study sites must be noted; an explanation of how the results will inform natural hazards science and its connection with decision making is required. The research plan (excluding literature cited) must not under any circumstances exceed 4 pages. The cover letter, literature cited, personal statement, and curriculum vitae are not included in the 4-page limit for the research plan. Deviations from these requirements may be grounds for disqualification.

5. Applicant's Curriculum Vitae: NSF style CV, two pages maximum (template attached).
6. Letters:
  - a. One (1) letter of recommendation addressing the merits of the candidate and the candidate's proposal. Letters should be written by individuals familiar with the applicant's skills, experience, and research. Letters should emphasize the qualifications of the applicant, in particular any unique abilities to contribute significantly to natural hazards science. The letter writer must submit an electronic copy of their letter to [bac6@buffalo.edu](mailto:bac6@buffalo.edu). It is the responsibility of the applicant to ensure that reference letters are submitted by the deadline.

### **Deadlines and Contact Information**

All application materials, including letters from sponsors and references, must be received by the Center for Geohazards Studies to [bac6@buffalo.edu](mailto:bac6@buffalo.edu) by **5 pm EST on Friday, February 28, 2017**. The selection process begins immediately after this date. There are no extensions to this deadline and incomplete applications may be disqualified. Questions about the application process may be directed to the Center at [bac6@buffalo.edu](mailto:bac6@buffalo.edu).

### **Selection Criteria, Process, and Notification**

Award recipients are selected according to four criteria: 1) professional and/or academic record, 2) perceived potential for innovation and leadership, 3) commitment to natural hazards research, and 4) the strength of their proposal. An ideal award recipient is an innovative, practical-minded researcher with strong leadership potential. S/he will have excellent communication skills and a keen interest in applied research that improves Geohazards study. The ideal proposal will clearly articulate concepts and objectives that are both innovative and feasible. The Center require that the award recipient be enrolled in a graduate program at the University at Buffalo and be a participating member of the Center (<http://geohazards.buffalo.edu/form/>).

Proposal evaluation will emphasize clarity of thought and evidence of research potential. A representative group of UB researchers will conduct reviews of all applications.

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Unsuccessful candidates will be notified of the status of their application by April 30, 2016. Because of staff limitations we are unable to provide a written critique of proposals. Funds are available for projects to begin on **July 1, 2017**. Projects must be completed by **April 30, 2018**.

**Final Reporting Requirements:**

Students are required to submit a final written report at the end of their project, no later than May 1<sup>st</sup>, 2018

Your report must include the following information:

- Name of student
- Student's home department
- Year of award
- Award amount
- List any special awards or recognition that accompanied your award
- A project abstract (as prepared for a journal article or poster)
- A final itemized budget, detailing how funds were spent.

Final reports should be submitted to the Center for Geohazards Studies at 126 Cooke Hall.

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TITLE PAGE

The Center for Geohazards Studies research award provides partial research funding support to student members of the Center (<http://geohazards.buffalo.edu/form/>) and enrolled in a graduate program at the University at Buffalo. Awards will be made based on the availability of funds in any given semester. Complete the application and W-9 tax forms below and submit the original to the Center for Geohazards Studies, 126 Cooke Hall. **The deadline for submission is 5:00 PM, February 28th, 2017.**

Applicant: \_\_\_\_\_ Degree program \_\_ MS/MA \_\_ PhD

Home Department: \_\_\_\_\_ Advisor Name: \_\_\_\_\_

Home Address:

\_\_\_\_\_  
\_\_\_\_\_

Telephone Number: (\_\_\_\_) \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Project Title: \_\_\_\_\_

Project Start Date: \_\_\_\_\_ (**All projects must end by April 30, 2018**).

**BUDGET and BUDGET NARRATIVE PAGE:**

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Anticipated expenses:		Support from Other Sources:		
		Requested	Committed	Received
Travel	\$ _____	\$ _____	\$ _____	\$ _____
Lodging	\$ _____	\$ _____	\$ _____	\$ _____
Meals	\$ _____	\$ _____	\$ _____	\$ _____
Supplies	\$ _____	\$ _____	\$ _____	\$ _____
Transportation	\$ _____	\$ _____	\$ _____	\$ _____
Equipment	\$ _____	\$ _____	\$ _____	\$ _____
Analysis	\$ _____	\$ _____	\$ _____	\$ _____
Software	\$ _____	\$ _____	\$ _____	\$ _____
Other	\$ _____	\$ _____	\$ _____	\$ _____

Description of expenses requested:

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