



Proposal Submission Guidelines

The Northwest Scientific Association (NWSA) annually awards grants of up to \$750 for undergraduate (BA/BS) and up to \$1,500 for graduate (MA/MS or PhD) proposals to support student research in the pure and applied sciences. In addition, the NWSA will waive page charges if you choose to publish your research in *Northwest Science* within four years of accepting this grant.

Requirements:

- The applicant must be a student and enrolled as a NWSA 2020 member at the time the proposal is submitted (see website for membership information at <http://www.northwestscience.org>).
- Grant monies may only be used to support research travel, lab analysis, materials, and supplies for student research. Proposals requesting salary support or travel to meetings, or publication charges, will not be considered.
- Funding will only be considered for projects conducted in northwestern North America; this includes Canada and the United States. The map on the journal cover gives a general depiction of the geographic area, but please consider this as a broad guideline and feel free to email the Chair of the Grant Committee if you'd like clarification on whether your geography fits ours.
- Funding must be spent within one year of receiving the award from NWSA at which time the recipient is required to provide a brief completion report highlighting research accomplishments and documentation of financial expenditures to the NWSA Student Grants Committee.
- Grant recipients must agree to present the results of their research at a future Northwest Scientific Association annual meeting.
- **Proposals must be submitted via our NWSA website portal by midnight Sunday, February 16, 2020.**

Proposals should be written for a diverse scientific audience. Avoid use of technical jargon. Proposals must be submitted as a **single PDF document** that includes the **cover page** (including **abstract**), **proposal**, **literature cited**, **tables**, **figures**, **budget**, **curriculum vitae (CV)** and **letter of support**. The body of the proposal must be double-spaced in 12-pt Times New Roman font with 1-inch margins (no exceptions). Margins on other pages (cover/title page, literature cited, supplementary tables and figures, and budget) may vary with need. Submitted proposals should include the following:

- Cover page that provides:
 - the project title, name and address of the student applicant (including phone number and e-mail address)
 - name of the major professor or advisor, and college or institution,
 - dollar amount requested
 - abstract describing the project and purpose, not to exceed 200 words.

- Body of the proposal not to exceed four pages that includes:
 - introduction (including the research question(s), objective(s) and significance)
 - project methods (including experimental design, methods, appropriate statistical analyses, and timeline)
 - expected results and contribution to science and society
- Literature cited in proposal
- Supplementary tables and figures
- Itemized budget table should be included followed by a short justification

Category	Description	Cost/Unit	Quantity	Cost	Funding Requested
Research					
Travel					
Materials					
Supplies					
Total Amounts					

- A simple letter of support signed by your graduate or undergraduate advisor stating that she/he recommends the proposal and approves the submitted budget (use attached template)
- A 1-2 page CV that also includes education, any previous research, and current funding

Proposal titles should be formatted with underscore separated fields as follows:
 2020_\$degree_\$lastname_\$firstname.pdf (e.g., 2020_PHD_Jones_Jane).

Preference will be given to qualified proposals from individuals who have not already received a student grant from NWSA.

Grant awardees will be contacted via email, and awardees announced at the Annual Business Meeting (March 26, 2020), at the NWSA 91st Annual Meeting in Eugene, Oregon (March 24-March 27, 2020), in the Spring issue of *Northwest Science*, and on the NWSA website.

Ten percent of award funds will be withheld until the final financial and research accomplishments report is presented to the Student Grants Committee Chair and the NWSA Treasurer. This report must include an itemized account of expenditures for award of final payment.

Completion reports should be sent to both:

Student Grants Committee Chair, Meg Krawchuk: meg.krawchuk@oregonstate.edu
 Treasurer, Robin Leshner: rlesher@frontier.com

Please direct student grant-related questions to:

NWSA Student Grants Committee Chair:

Meg Krawchuk, Department of Forest Ecosystems and Society, Oregon State University
meg.krawchuk@oregonstate.edu