Summer Research Fellowship Proposals - Writing Rubric

Section 1. Project Information:
• Short project title
  Short enough to be concise, long enough to be descriptive.

• Abstract
  Single paragraph, no more than 250 words, no references or citations. The abstract should concisely address the what, how, and why of your project. An abstract should be clear enough to draw the reader into the proposal.

• Project specifics: dates, location, total cost

Section 2. Project Proposal:
A narrative of no more than 3 pages organized into:

• Background and General aims/long term objectives
  What is the overall goal of this research? What are the 'big questions' in your discipline that you expect to address? How does your proposed research relate to the work of others in this field? How is it novel? How is it relevant?

• Specific aims/short term objectives and Methods
  What are the specific research questions that you will ask this summer, and what methods will you use to address them? How do they relate to your general aims? List your individual aims. For each aim, briefly describe a testable hypothesis or achievable goal within your time frame of research. Explain your study design, feasibility, and details of how you will collect and analyze data. Refer to any resources, skills, or background that you will bring to to aim.

• References cited.

• Preliminary IRB application
  Provide enough details to allow the reviewer to determine if you will need to apply for IRB approval.

Section 3. Budget:
• Total budget amount, and itemized anticipated expenses.
  The budget should be as detailed as possible, citing specific expenses as possible. Estimates are ok, but should based on real price quotes. Include all expenses, even if you expect the fellowship to only cover some.

  Living expenses for a research project at Duke can be estimated at $180/wk for housing and $120/wk for food (based on Central Campus apartment rates).

• Other sources and amount of funding (if applicable)
  You may be able combine funds from multiple sources to meet the total budget request. Include all sources that you are applying for.