



Sample UROP Application

Previously Funded UROP Project

Have you previously been awarded UROP funding?*

How many total semesters have you been funded by UROP?

Students cannot receive UROP funding more than 3 times. If you have received funding 3 times you cannot reapply. We encourage all students to have a backup plan to support your research (e.g. research for credit, work-study funding, funding from your mentor or department).

Provide information on the results obtained from your previously funded project, and new goals you wish to achieve. *

(Tip: you can list goals from your previously funded application and approximate the percentage completion of each goal)

0/ 1500

Please explain below ANY and all changes to your previously funded projects (i.e. mentor change, project scope change, different project/mentor entirely etc.).*

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Proposed Project Information

Project Title*

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Project Description and Goals

Provide an overarching description of the research written in terms that can be understood by someone outside the field. In this section, include the project's background, overall objectives, and specific goals you plan to accomplish this semester. Feel free to use "I statements" as the review committee wants to understand your role in the project. This is especially helpful if your project is part of a larger project in your research group.*

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Project Significant/Importance

Explain (in general terms) why the information gained from this research project will be beneficial. What is the bigger picture of your research? What are the implications of this research relative to the field of study? What are some potential applications? This section should not focus on how this project and related funding would help you or your career goals.*

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Methodology/Process

Clearly state how you plan to accomplish the goals listed in your project description section. Identify the specific steps, resources, and processes necessary to perform your research.*

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Timeline

Provide a detailed timeline that you plan to follow to complete your goals listed in the project description. This timeline should focus on the work that *you* specifically will be doing during the UROP funding period, and not the overall timeline of the project. Timelines can be organized in a bullet point outline by week or phase.*

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Background Experience

List any previous research experience, applicable course work, or other relevant experience you may have. If you have worked with your mentor previously or have taken one of their courses, be sure to highlight that in this section. Here is where you can include information on how this research pertains to your current or future academic and career goals.*

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Bibliography

List all sources you have consulted while preparing this application, and any sources or previous research that informed the overall project. *Important* Footnotes will not copy into the text box below. If needed, please revert to in-text citations for this application. Preference for citation or reference format should be deferred to your mentor / research team. A minimum of 5 sources is recommended.*

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Human Subjects & Animal Use

If your project involves research with human subjects, your proposal must address any required Institutional Review Board (IRB) approvals in advance of the project start date. You, with the assistance of your Faculty Mentor, are responsible for contacting the IRB to determine any required approvals or exemptions. You cannot begin work on your project until these approvals or exemptions are obtained. **Human Subject** is broadly defined as a living individual about whom an investigator (professional or student) is conducting research. Research with human subjects involves information being collected about the subject through some intervention (i.e. physical procedure or manipulation of the subject or their environment), OR an interaction (i.e. communication or interpersonal contact). Additionally, the investigator uses studies or analyzes this information about the subject. Similarly, if your project involves the use of animal subjects, this will require approval from the Institutional Animal Care and Use Committee (IACUC). For projects involving animals, please discuss with your Faculty Mentor what approval needs to be made for you to engage in your project. For questions regarding IRB or IACUC approvals, please review the Office of Research resources on compliance, you can also review the list of officers and contacts here. Neither the UROP office, nor your Faculty Mentor can determine if IRB or IACUC approval is required. You **MUST** contact the IRB or IACUC offices directly.

I acknowledge that I have reviewed the IRB and IACUC information alongside my mentor. *

Research Involving Animals

Does your research involve the use of animal subjects?*

Yes
No

If you are going to be using animals in your research, has the Animal User New Project Application been approved by the Institutional Animal Care & Use Committee (IACUC)? If yes, upload a copy of the approval letter. If no, please upload an email from the IACUC noting your exemption. *

IACUC Approval Letter - This must be titled "Last Name, First Name IACUC." **If the documentation is not in this format, we cannot guarantee that it will be attached to your application when it is reviewed by the committee.**
Only .pdf files will be accepted.

Research Involving Humans

Does your research involve the use of human subjects?*

Yes
No

If your research will involve humans, has it been approved by the appropriate Boston University Institutional Review Board (IRB)? If yes, upload a copy of the approval letter. If no, please upload an email from the IRB noting your exemption.*

IRB Approval Letter - This must be titled "Last Name_First Name IRB."
Only .pdf files will be accepted.

Appendix

This section is not required. You may upload one (1) page of additional information only if you feel it is relevant to your application. Data visualizations, figures or illustrations, and references that did not fit the bibliography character limit are acceptable for the appendix. Note: only bibliographic references may be continued in the appendix, no other application questions may be continued here.

Documents that will not be included in your application materials:

A cover letter, resume or CV

Continued application answers that exceeded the character limit
Additional letters of recommendation outside of your mentor

If you upload an appendix, title the document "**Your Last Name_Your First Name Apx**". If your appendix is not labeled according to these directions, we cannot guarantee that it will be evaluated with your application.

Submission Statement

I acknowledge that this application falls within Boston University's Academic Conduct Code, which can be found here. Therefore, I certify that this application is my own work and that I have acknowledged all materials and sources used in its preparation.

Name *

Date *

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