



2018 DEAN'S STUDENT RESEARCH FELLOWSHIP (DSRF) PROGRAM

GUIDELINES AND CHECKLIST

Applications are invited from students who wish to participate in summer research sponsored by SDM faculty. The DSR fellowships will be awarded on a competitive basis as determined by the merit of each research proposal. This program is designed to introduce students to research with SDM faculty mentors. Details of the research program and how to apply are given below.

- Eligible Students:** All year I, II, and III students who are in good academic standing are eligible.
- Term of Award:** May 15 through November 14, 2018 (break from July 15 to August 14)
- Travel:** Fellows who have abstracts accepted to the 2019 combined meeting of the American Association for Dental Research and International Association for Dental Research can apply for travel funds through the SDM Office of Research.
- Stipend:** \$3,000.00* (Fellows will be paid in five monthly installments)

***Depending on the availability of funds.**

Application Procedures:

1. Each applicant must have a full-time faculty sponsor who will supervise the project. It is expected that the faculty sponsor would have a good research record or show promise of research productivity as exemplified by past research performance. The student or the faculty sponsor may be the source of the research idea.
2. A brief prospectus of the project must be submitted to Michelle Shatto (mshatto@siue.edu / Bldg. 279) on the attached Prospectus form by December 12, 2017. This will provide the Research Committee with information on the number of students applying and the types of projects being proposed. The Research Committee will review each prospectus to ensure that the project, student's academic standing, etc., conform to the principles and guidelines of the program. The Committee may offer suggestions, if appropriate, before the full proposal is prepared.
3. The full Research Proposal must be submitted to Michelle Shatto (mshatto@siue.edu / Bldg. 279) by 4:30 p.m. on February 2, 2018, for distribution to Research Committee members. The format and information concerning proposal preparation, along with appropriate Cover Sheet and Budget Form, are included with this handout. **NOTE: Upon submission, the proposal must be in final, TYPED form. There will be no exceptions or extensions.**
4. Submission of the Prospectus and Research Proposal MUST BE a joint effort by the student and faculty member. Student experience in grantsmanship is considered part of the research experience. A written statement should be included in the proposal stating what contribution the faculty member and the student will make to the project. (If the student is to be partially under the tutelage of a research technician, this should be so stated and explained.) The detailed submission format to be used for the application is provided below.

Specific Requirements:

1. The student must be in good academic standing.
2. All full-time faculty members are eligible to sponsor Dean's Summer Research Fellows. Part-time faculty may be eligible to sponsor a Dean's Summer Research Fellow if approved by the Research Committee.
3. The research project must be designed (sufficiently limited in scope) to be completed in the 5-month period.
4. The student must present a progress report at a meeting of all Fellows, sponsors, students, and faculty to be held during August 2018. The exact date will be determined after participants are selected. A 15-minute oral presentation along with a written progress report will be required of each DSSR Fellow at that time.
5. The student must present a table clinic describing the project and its results at Research Day on April 9, 2019. The final written report will be due at this time. This report will be a printed copy of the poster that is suitable for publication in a brochure. **If no final report is submitted, both student and sponsor(s) will be ineligible for further participation in all SDM research projects until such a report is on file.**

Please submit a Prospectus (a 3-sentence outline of the goals and objectives of your proposed project) for review by the SDM Research Committee by December 12, 2017 using the attached DSRF Prospectus Form.

Following review by the SDM Research Committee, selected students will be invited to submit a full DSRF application by February 2, 2018.

Please follow the DSRF Submission Format for your submission.

DETAILED SUBMISSION FORMAT

1. Cover Sheet (Please use attached DSRF Cover Sheet)

2. Research Proposal

A. Specific Aims

State concisely the goals of the proposed research and summarize the expected outcome(s), including the impact that the results of the proposed research will exert on the research field(s) involved.

B. Research Strategy

a. Introduction and Background:

- An extensive, referenced literature search should be done, with a complete bibliography at the end of the body of the proposal.

b. Significance

- Explain the importance of the problem or critical barrier to progress in the field that the proposed project addresses.
- Explain how the proposed project will improve scientific knowledge, technical capability, and/or clinical practice in one or more broad fields.

c. Innovation (optional)

- Explain how the application challenges and seeks to shift current research or clinical practice paradigms. Describe any novel theoretical concepts, approaches, or methodologies, instrumentation or intervention(s) to be developed or used, and any advantage over existing methodologies, instrumentation, or intervention(s).
- Explain any refinements, improvements, or new applications of theoretical concepts, approaches or methodologies, instrumentation or interventions.

d. Materials and Methods

- i. a detailed description of the materials and techniques to be used.
- ii. A detailed description of the statistical analyses to be used. **All students must consult with a statistician and provide detailed description of the statistical analyses that will be performed. The SDM Office of Research recommends that the expertise of Dr. Charles Hildebolt be used to complete the appropriate statistical methodologies (hildeboltc@wustl.edu).**
- iii. a description of the laboratory space and equipment to be utilized.
- iv. a detailed timeline for each segment of the project and a timeline for the entire project. **Note:** The project should be designed so that the work can be completed within the 10 week duration of the program.
- v. the specific role/duties of the student must be clearly explained

NOTE: The Research Proposal (section #2 – Specific Aims and Research Strategy) may only be a maximum of **three (3) single-spaced**, typed pages.

3. Bibliography

4. Budget Request (Please use attached DSRF Budget Request Form)

The budget must be fully itemized and justified. A maximum of \$1,000.00 may be available to each student researcher for the purchase of supplies to support his/her project, **depending on the availability of funds**. Student investigators are limited to COMMODITY items (e.g., lab supplies) and CONTRACTUAL SERVICES (e.g., payment for services). Equipment cannot be purchased. Equipment is defined as an item which is not expendable, cannot be used up, and costs in excess of \$100.

5. Facility Use

If radioactive compounds, animal care or human subjects will be required in your project, **special forms must be filled out and submitted with your proposal**. These forms are available in the SDM Office of Research (Building 279, Room 1108). All DSR Fellows will be required to complete an online summer training course in chemical safety and an online and classroom training in the responsible and ethical conduct of research.

6. Sponsor Statement (to be included with signature and date)

"I certify that I have read the proposal and concur with the student that this work has not been done previously. I agree to act as a faculty advisor for this project. I will provide or arrange for the necessary space and facilities in order to conduct this project. In addition, I will ensure that the student submits a printed copy of the poster suitable for publication in a brochure and presents a table clinic based on the results of this project."

Signature _____ Date _____

NOTE: If grants are co-sponsored by more than one faculty member, all faculty sponsors must sign the above statement. Failure to meet the outlined requirements will jeopardize future proposals submitted by the faculty member.

7. Student Statement (to be included with signature and date)

"I agree to abide by the rules of the contract I will sign as an employee of the University. I agree to submit a printed copy of the poster suitable for publication in a brochure and present a table clinic based on the results of this project."

Signature _____ Date _____

CRITERIA FOR PROPOSAL EVALUATION

All proposals will be evaluated by the SIU-SDM Research Committee using the following criteria:

1. Research design (methodology)
2. Feasibility
3. Merit
4. Past research record of the faculty sponsor(s) especially as it pertains to past Summer Research Projects (include a list of any publications related to the project.)

QUICK CHECKLIST

- ☐ **Submit Prospectus on DSRF Prospectus Form by December 12, 2017**

If invited by SDM Research Committee to submit Research Proposal, please submit your full application that includes all the following, by February 2, 2018

- ☐ **DSRF Cover Sheet**
- ☐ **Research Proposal (3 single-spaced pages only)**
 - **Specific Aims**
 - **Research Strategy**
 - **Introduction and Background**
 - **Significance**
 - **Innovation (optional)**
 - **Materials and Methods, including Statistical Analyses**
- ☐ **Bibliography**
- ☐ **DSRF Budget Request Form**
- ☐ **Facility Use**
- ☐ **Sponsor Statement (if more than one faculty sponsor, include individual statements for each sponsor)**
- ☐ **Student Statement**

All required forms, including Prospectus, Cover Sheet, Budget Request Form, and Report Forms are also available on the SDM web site at http://www.siu.edu/dentalmedicine/about/research_scholarship.shtml.

Important Dates:	December 12, 2017:	Submission of prospectus to Michelle Shatto (mshatto@siue.edu / Bldg. 279)
	February 2, 2018:	Submission of final application to Michelle Shatto (mshatto@siue.edu / Bldg. 279)

If you have any questions or require additional information, please contact:

Dr. Nathalia Garcia, Chairperson of the SDM Research Committee (migarcia@siue.edu)
Dr. Anita Joy, Director, SDM Office of Research (ajoy@siue.edu)
Michelle Shatto, Office of Research (mshatto@siue.edu /x: 7060)