



2017 Mednick Memorial Fellowship Grant

Guidelines

Inquiries and questions should be directed to Mary-Beth Johnson at johnson@vfic.org.

Mednick Grant Proposal Information

The committee maintains a flexible policy with regard to the number and size of grants from year to year. Proposals should be developed using the following:

- A. Each proposal must be accompanied by a letter of endorsement from the president or the chief academic officer commenting briefly on the merit of the proposal in terms of the future interests of both the institution and the applicant.
- B. Deadline for applications - February 28. Applicants will be notified in April and the awards will be available by July 31 through the sponsoring institutions' business office.
- C. It is the obligation of the sponsoring institution to:
 - ensure that funds granted to its applicant are used exclusively in support of the purposes for which the grant was requested and approved, and
 - by May 31 of the year following the award, advise the VFIC of the status of the project for which the grant was made.
- E. The committee will accept only one proposal from each member college.

Grants may be requested to supplement other available research funds. Grants will NOT be made for any of the following:

- Faculty members engaging in normal course work leading toward a degree
- Stipends or other compensation to be paid to faculty members, students, consultants or other personnel. This also includes clerical and administrative research assistance for the research project (i.e., typing, filing, proofreading, transcription services, etc.)
- Travel not directly related to the research project
- Tuition and registration fees
- Purchase of supplies other than for the research project
- Purchase of capital equipment (i.e. computers, laptops, LCD projectors, etc.) An exception may be reasonable scientific equipment needed to conduct research pertinent to the project. All requests of this nature are subject to review by the committee. Please inquire prior to sending in such a proposal.

Timeline

- November 2016 - Announcement & Application Available
- February 28, 2017 - Deadline for Applications
- April 15, 2017 - Notification of Awards
- July 2017 - Distribution of Funds
- May 31, 2018 - Final Report Deadline for **2017** grant recipients.



VFIC Mednick Memorial Fellowship 2017 Application

DEADLINE: February 28, 2017
Send applications to johnson@vfic.org

I. Grantee Contact Information

Name _____

Title _____

Department _____

School _____

Phone _____

Email _____

II. Grantee Request Information

Project Title _____

Endorsed By _____

Amount Requested _____

Project Start Date _____

Project End Date _____

In **two** sentences or less, please summarize the purpose of your research and how you will utilize the funds. (*i.e.* *The purpose of my research is to examine the phylogeographic and population genetic patterns in eastern newts throughout the southeastern United States (North and South Carolina, Georgia, Virginia and eastern Tennessee.) Funds are need to help with transportation, lodging and meals to these areas and for general collection supplies.*)

III. NARRATIVE Please provide a full description of the background, objectives, methodology, and significance of the project.

IV. TIMELINE Describe your specific activities/strategies using a timeline.

V. EVALUATION OF PROJECT Briefly describe your plan for evaluating the success of the project.

VI. ATTACHMENTS TO INCLUDE:

- 1) **Letter of Endorsement** - from the President or Dean of the College/University.
- 2) **Budget** - spreadsheet detailing the line item descriptions with amount/cost of the expected use of the fellowship money (travel, lodging, supplies, materials, meals, incidentals, transportation).
- 3) **Curriculum Vita/Resume** (Bibliography, if applicable) Please submit as a separate pdf or file.



2017 Mednick Grant Reporting
Virginia Foundation for Independent Colleges

2017 Mednick Memorial Fellowship Grant Reporting
(Due May 31, 2018)

Mednick Memorial Fellowship Grant - Final Report

1. Findings/Results/Accomplishments - Describe the outcomes from your research and the impact the work has had or will have on your professional development.
2. Expenditure of Funds - Please provide a detailed accounting of how the funds were expended.
3. Dissemination of Results and Publication - Please list how and where your research project's results will be disseminated, shared and/or published.
4. Timeline for Completion, if work is still in progress - Describe the specific activities that are still in progress or scheduled to be completed that directly relate to this project.
5. Future Work - Please provide any plans for future work directly related to this project.

Submit report to reports@vfic.org. Any questions, please contact Mary-Beth Johnson at johnson@vfic.org.