# Allen E. Paulson College of Engineering and Computing

# Undergraduate Research Awards

**2021-22**

# Request for Proposals

The Allen E. Paulson College of Engineering and Computing has set aside funds for undergraduate students in the College to conduct research with a faculty mentor.

* Eligibility. Students must be enrolled as undergraduates in the college. Faculty mentors must hold a faculty appointment in the College.
* Budgetary limitations. Proposal budgets must not exceed $2,000. All funds must be expended by June 15, 2022.
* Submission process. Please submit electronically only. Your proposal is due by 12:00 p.m. on **Friday, September 10, 2021.** Incomplete or late applications will ***not*** be considered.
* E-mail your entire application to: [engrcomp@georgiasouthern.edu.](mailto:engrcomp@georgiasouthern.edu)
* Your proposal should be submitted as one single PDF file attachment. The file name should follow this naming convention: UG (space) Dept. abbreviation (space) FirstLastname (space) 2021.pdf. For example: UG CS AlanTuring 2021.pdf.

Department abbreviations

Civil Engineering and Construction = **CEC** Information Technology = **IT**

Computer Science = **CS** Manufacturing Engineering = **MFG**

Electrical & Computer Engineering = **ECE** Mechanical Engineering = **ME**

* Please use Times New Roman (12 pt) or Calibri (11 pt) and one inch margins all around.
* Selection criteria: pending availability of funds, awards will be made based on two criteria: (a) strength of the research plan; and (b) intellectual merit and originality of the proposed research.
* Deliverables: A five-page final report in PDF format is to be submitted to Dr. Ashraf Saad at engrcomp@georgiasouthern.edu, as well as an Excel file detailing all expenses incurred, by May 1, 2022. Please save all receipts and invoices as they may be requested.
* Timeline and process: The College Research Committee will review and rank the proposals, and submit their recommendations to the Dean. The Dean will consult with the committee and will make the final decision based on availability of funds.

**Table 1: Important Dates**

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| Request for proposals issued | August 20, 2021 |
| Submission deadline | September 10, 2021 |
| Department Chair approval | September 14, 2021 |
| Award decision | October 1, 2021 |
| Anticipated funds availability | October 8, 2021 |
| Student Research Symposium | April 22, 2022 |
| Final report deadline | May 3, 2022 |
| Expenditure deadline | June 15 , 2022 |

Proposal Format

* Cover sheet: (1 page maximum)
  + Project title
  + Student(s) name(s), classification (e.g., junior), Eagle ID, and department affiliation
  + Faculty mentor name and their department affiliation
  + Total budget amount
  + Signed statement of understanding: “**By accepting this award, I understand my obligation to present at the College Student Research Symposium on April 22, 2022**” – followed by the signatures from all students and the faculty mentor.
* Narrative (1 page maximum)
  + Description of the project
  + Description of experimental plan
  + Expected outcomes (e.g. conference presentation, etc.)
* Itemized Budget: (1 page maximum)

*Disclaimer: While it is the student’s responsibility to submit all deliverables by the deadlines, the College relies on the* ***faculty mentor*** *to ensure this process is followed. A faculty mentor whose group fails to complete the requirements will be ineligible for any College awards for three years or until the requirements are met, whichever comes first. Ineligibility can be extended beyond three years if justifiable reasons for failing to meet the requirements are not presented to the College Research Committee.*