Preparing a Graduate Fellowship Application

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STEM Librarian

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- GE
- Lockheed Martin
- U.S. Navy
- UNLV’s College of Engineering

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Technical Writing Services for the College of Engineering
What this workshop is about

- Finding the right graduate fellowship
- What to look for when reading the application guidelines
- How to write an effective project description
- How to write an effective bio
- Financial aspects of the fellowship
Finding the Right Graduate Fellowship

“Income!”
Finding the Right Graduate Fellowship

- First and foremost, discuss with your faculty advisor
- A list of websites, courtesy Xan Goodman, Health & Life Sciences Librarian

<table>
<thead>
<tr>
<th>Fellowship Type</th>
<th>Website</th>
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<tr>
<td>Fellowships database by Cornell</td>
<td><a href="http://www.gradschool.cornell.edu/fellowships">http://www.gradschool.cornell.edu/fellowships</a></td>
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<td>NSF Graduate Fellowships</td>
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<td><a href="https://fellowships.nasaprs.com/gsrp/nav/index.cfm?CFID=2941019&amp;CFTOKEN=63180670">https://fellowships.nasaprs.com/gsrp/nav/index.cfm?CFID=2941019&amp;CFTOKEN=63180670</a></td>
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<td>Office of Science</td>
<td><a href="https://scgf.orau.gov/">https://scgf.orau.gov/</a></td>
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<tr>
<td>National Institutes of Health (NIH)</td>
<td><a href="http://www.fic.nih.gov/FUNDING/NONNIH/Pages/predoctoral-graduate.aspx">http://www.fic.nih.gov/FUNDING/NONNIH/Pages/predoctoral-graduate.aspx</a></td>
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</table>
Finding the Right Graduate Fellowship

- GrantSearch database from the American Association of State Colleges and Universities (AASC&U), courtesy Sue Wainscott, STEM Librarian
- http://www.aascu.org/grc/gs/
**Subject Guide**

**Sue Wainscott**

**Contact Info:**
University Libraries
Lied Library, LLB 1176
4505 Maryland Pkwy
Box 457014
University of Nevada, Las Vegas
Las Vegas, NV 89154-4514
(702) 895-2282
Send Email

**Subjects:**
Science Technology, Engineering, Mathematics, Physics, Astronomy, Chemistry, Geoscience, Computer Science

**Links:**
Profile & Guides

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**Guides**

**Biological Sciences**
by Xan Goodman, Sue Wainscott - Last Updated Mar 12, 2014
Resources in the Biological Sciences.

**CEE110 - Introduction to Civil Engineering Design (Spring 2011)**
by Sue Wainscott - Last Updated Dec 5, 2013
This is the Libguide for CEE110. The guide contains suggested resources, provides information on how to get help, and includes a variety of other important tips about the library and research.
Tags: cee110, civil_engineering, engineering

**Chemistry**
by Sue Wainscott - Last Updated Nov 14, 2013

**Data and Statistics**
by Xan Goodman, Patrick Griffin, John Novak, Susie Sklar, Sue Wainscott - Last Updated Mar 24, 2014

**Data Management Resources for UNLV**
by Sue Wainscott - Last Updated Jul 25, 2013
This guide provides both public and UNLV-specific resources for creating and implementing your data management plan.
Tags: data, data management, grants, research, research data

**Engineering / Computer Science**
by Sue Wainscott - Last Updated Mar 31, 2014
Guide to selected resources in engineering and computer science.
Tags: computer_science, engineering

**English 102**
by Darcy Del Bosque, Priscilla Finkle, Stephen Pitt, Sidney Lowe, Erin Ranto, Susie Sklar, Sue Wainscott, Rachelle Weigel, Kate Wintral - Last Updated Apr 3, 2014
Tags: english_102

**Geoscience**
by Sue Wainscott - Last Updated Feb 12, 2014
Tags: earth_science, geology, geoscience

**Grants, Funding and Grant Writing**
by Samantha Godsey, Sue Wainscott - Last Updated Mar 5, 2014
A description of print and online resources that can assist you in locating and obtaining funding for education, research and non-profit projects. Please note the Comments option. If you know of a great resource to share with colleagues, let us know.
Tags: funding, grants

**Mathematics**
by Sue Wainscott - Last Updated Nov 13, 2013
Tags: algebra, calculus, geometry, math, precalculus, trigonometry

**Physics / Astronomy**
by Sue Wainscott - Last Updated Oct 14, 2013

**STEM and Beyond Resources Guide**
by Samantha Godsey, Xan Goodman, Sue Wainscott - Last Updated Jan 27, 2014
This resource guide provides information about a wide variety of Science, Technology, Engineering, Mathematics and Health Sciences topics for students and teachers in the K-12 primary school system.

**University Libraries Lance and Elena Calvert Award for Undergraduate Research**
by Nancy Fawley, Caroline Smith, Cheryl Taranto, Sue Wainscott, Kate Wintral - Last Updated Jul 31, 2013
Recognizing undergraduate students who demonstrate sophistication and originality in research projects.

**UNLV Undergraduate Research Opportunities Program 2013**
by Xan Goodman, Sue Wainscott - Last Updated Dec 19, 2013
An information resource guide for the 2013 UNLV Undergraduate Research Opportunities Program (UROP).
What to Look For When Reading the Application Guidelines
What to Look For When Reading the Application Guidelines

- Each potential sponsor issues guidelines for submission.
- Some are more complicated than others, but each clearly spells out what the sponsor is looking for in your application.
- In addition to the solicitation guidelines, most federal and many state agencies have published materials related to their general requirements.
- You will see references to these materials in the solicitation. Pay attention to these!
What to Look For When Reading the Application Guidelines

Fellowship Preparation and Submission Instructions

READ THE SOLICITATION IN ITS ENTIRETY
PAY ATTENTION TO THE REVIEW CRITERIA

- Watch the page limits
- Pay attention to the required formatting
  - Font size
  - Margins
  - Table and Figures
- Create a checklist and timeline for milestones
- Pay attention to required segments you have to write:
  - Fellowship Project Description (usually limited to two pages)
  - Your biographical information (usually limited to two pages)
What to Look For When Reading the Application Guidelines

- **How to control it all?**
  - Create a checklist
  - Create a timeline calendar
  - Otherwise you will be running around like the [Keystone Kops](#)
What to Look For When Reading the Application Guidelines

Graduate Fellowship Program

The application period for the 2014-2015 academic year is now open. Please see below for the Graduate Fellowship application instructions. Submission Is Closed as of 11:59pm Pacific Time on January 15, 2014.

Eligibility

Eligibility Criteria:

- Students must have already completed their first year of Ph.D. level studies (at the time of application)
- Students must have majors in Computer Science, Computer Engineering, System Architecture, Electrical Engineering, or a related area
- Students must hold current membership on an active research team
- Students must be enrolled as a full time Ph.D. student during the academic year of the award

Evaluation Criteria

Each proposal will be evaluated for:

- Student quality
- Research quality
- Relevance to NVIDIA

Application Instructions

Your Graduate Fellowship Application must include:

- 1 to 2 page research summary/thesis proposal
- Curriculum Vitae (CV) including contact information
- Professor Nomination Form including nomination letter (1 letter minimum, up to 3 letters maximum -- OK to have nomination letter(s) from non-professors, as long as you have one from your thesis advisor/professor)

Note: It is the student's responsibility to ensure that all of these items are submitted prior to the deadline.
# What to Look For When Reading the Application Guidelines

## Checklist

<table>
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<tr>
<th>Deadline</th>
<th>January 15, 2014 11:59 PM Pacific Time</th>
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</table>
| Eligibility | - Must have completed your first year as a Ph.D. candidate  
- Major in:  
  - Computer Science  
  - Computer Engineering  
  - System Architecture  
  - Electrical Engineering, or  
  - A related field.  
- Must hold an active membership in a research team  
- Must be enrolled as a full-time Ph.D. student during the academic year of the award. |
| Application Instructions | - One to two pages research summary or thesis proposal  
- Curriculum Vitae including contact information (no page length specified)  
- Professor nomination form |
What to Look For When Reading the Application Guidelines

Milestone Calendar

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<tr>
<th>Sun</th>
<th>Mon</th>
<th>Tues</th>
<th>Wed</th>
<th>Thurs</th>
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<th>Sat</th>
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<td>18</td>
<td>19</td>
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- Complete 1st draft research summary

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<th>25</th>
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- Complete 2nd draft research summary

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<th>Jan 1</th>
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<th>3</th>
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- Complete CV

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<th>7</th>
<th>8</th>
<th>9</th>
<th>10</th>
<th>11</th>
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</table>

- Obtain Professor Nomination Form

| Jan 13 | 14 | 15 | | | | |
|--------|----|----| | | | |

- **Deadline**
  - 11:59 PM PST

Looking at this schedule, what problems can you anticipate?
What to Look For When Reading the Application Guidelines

Don’t wait until the last minute!
How to Write an Effective Project Description

- Each potential sponsor issues guidelines for submission.

- Some are more complicated than others, but each clearly spells out what the sponsor is looking for in your application.

- In addition to the solicitation guidelines, most federal and many state agencies have published materials related to their general requirements.

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How to Write an Effective Project Description

Graduate Fellowship Program

The application period for the 2014-2015 academic year is now open. Please see below for the Graduate Fellowship application instructions. Submission is closed as of 11:59 pm Pacific Time on January 15, 2014.

- Eligibility
- Evaluation Criteria
- Application Instructions
- Testimonials
- FAQs

Solve the Most Complex Visual Computing Challenges

NVIDIA partners with industry leaders to tackle some of the most complex computing challenges. We’re creating profound change in industries such as medical imaging, space exploration, automotive design and film production. We’ve only scratched the surface of what we can accomplish when we apply our technology to it. We need innovative and talented doctoral students, who aren’t afraid of a challenge, to help us tackle these opportunities.

“The NVIDIA Graduate Fellowship Program recognizes and supports excellence in GPU computing research in universities worldwide and builds relationships between NVIDIA and the academic community. We believe past recipients are the most talented graduate students in the world and the work they have proposed will help define the future of computing.” – NVIDIA Sr VP and Chief Scientist Bill Dally

About NVIDIA’s Graduate Fellowship Program

NVIDIA has long believed that investing in university talent is beneficial to the industry and key to our continued growth and success. The NVIDIA Graduate Fellowship Program provides funding in the amount of $25,000 per award to Ph.D. students who are researching topics that will lead to major advances in the graphics and high-performance computing industries, and are investigating innovative ways of leveraging the power of the GPU. We select up to ten students each year who have the talent, aptitude and initiative to work closely with us early in their careers. Recipients not only receive crucial funding for their research, but are able to conduct groundbreaking work with access to NVIDIA products, technology and some of the most talented minds in the field.

Eligibility

Eligibility Criteria:

- Students must have already completed their first year of Ph.D. level studies (at the time of application)
- Students must have majors in Computer Science, Computer Engineering, System Architecture, Electrical Engineering, or a related area
- Students must hold current membership on an active research team
- Students must be enrolled as a full-time Ph.D. student during the academic year of the award

Evaluation Criteria

Each proposal will be evaluated for:

- Student quality
- Research quality
- Relevance to NVIDIA
Think about who is going to read your application, and write for them.

If your readers do not think you understand who they are and what they are interested in, they will not read your work.
How to Write an Effective Project Description

- Knowing who is reading and evaluating your proposal is extremely important.
- As with papers, know your audience.
  - Technical readers, not necessarily in your field of expertise.
  - Financial and legal advisors.
  - Government officials.
- Your audience sees thousands of proposals
  - They quickly know what is genuine and what is not.
  - They want you to cut to the chase rather than create elaborate explanations.
  - They want you to answer their questions very specifically.
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- They want you to cut to the chase rather than create elaborate explanations.
- They want you to answer their questions very specifically.
How to Write an Effective Project Description

Writing suggestions

- Really know your audience
- Know the style guide
- Write your heart out
- Check the details
  - Compliance to requested information
  - In-text citations and references
  - Conformance to style
  - Grammar and punctuation
  - Equations, figures, and tables
- Create a recognizable ‘look’
  - We have done this for UNLV’s College of Engineering
  - It is a recognizable logo in the footer
- Know when to stop!
How to Write an Effective Bio

- Some will ask for a resume-type format
- Some specifically ask you to write a couple of pages about yourself –
  - Your education
  - Your experiences
  - Why you are interested in this research
- Create your CV very carefully
  - Tip: Create a general resume, and then modify it appropriately to the fellowship for which you are applying
  - Tip: Create a LinkedIn account and make sure the information there is top notch, impressive, and accurate!
Financial Aspects of the Fellowship

- First and foremost: A fellowship is considered similar to a grant
- The fellowship must go through UNLV’s Office of Sponsored Programs
- This means you must contact our Financial Officer at the College of Engineering, Cindy Sergent-Rogers
- Ms. Sergent-Rogers will step you through the process.

Cindy Sergent-Rogers

Email: cindy.sergent-rogers@unlv.edu
Phone: 702-895-4256
Location: TBE-A 212
Financial Aspects of the Fellowship

Sponsor –
NSF Graduate Research Fellowship Program

- 3 years of Support
- $32,000 annual stipend
- $12,000 in tuition and fees per fellow to the institution
Benefits

Each fellow is eligible to receive the following benefits for each of the three years of the fellowship.

Living Stipend

Fellows will receive a yearly stipend of $35,000 for general living expenses. Stipends for Fellows will be mailed or direct-deposited on the last business day of each month.
Financial Aspects of the Fellowship

Tuition Support

- Fellows are eligible to receive up to $10,500 towards college/university tuition and fees.

- Tuition and fees support will be paid directly to the fellow’s host academic institution by ORISE.

- ORISE will provide half of the annual tuition support to the host academic institution each semester or a third of the annual tuition each quarter, upon verification of the fellow’s full-time enrollment status.

- It is the fellow’s responsibility to ensure their tuition obligations are paid in full each term.
Fellows will receive a research allowance of $5,000 per year, which may be used for the following purposes:

- Travel, lodging, meals, and registration/participation fees for approved research activities and/or professional development experiences;
- Travel, lodging, meals, and registration/fees to scientific/technical research conferences or professional meetings;
- Purchase of laboratory research supplies relevant to participant’s graduate research;
- Journal subscriptions relevant to graduate studies or scientific professional development;
- Books for coursework or graduate research; or
- Computer and peripherals for academic use (not to exceed $1,200 of research allowance per year).
Financial Aspects of the Fellowship

Annual Department of Energy
Science Graduate Fellowship
Research Meeting

The fellow’s travel and accommodations for the annual DOE SCGF Research Meeting will be provided by the DOE SCGF program.
Final Workshop of this Series (2013-2014)

Technical Writing Intensive

- May 2, 2014, 9 – 12 noon, SEB 1240
- Refreshments will be available at the break
- By invitation only (you attended the Technical Writing Workshop in February or this workshop)
- Bring your laptop and a document you are working on:
  - Graduate Fellowship application
  - Paper
  - Agency report
- Limit: 15
- RSVP to Julie Longo at julie.longo@unlv.edu
Thank you for your attention!

Any questions?