HOW TO GET GPSA FUNDING WORKSHOP

October 12, 2016
Workshop Overview

11:30 – 11:35am  Introduction – Patrick Daleiden, GPSA Vice President and Chair of the Sponsorship Committee

11:35am – 12:00pm  Dr. Erica Marti, Department of Civil & Environmental Engineering – How to apply for external funding and tips on grant writing

12:00 – 12:30pm  GPSA Sponsorships – the application process

12:30 – 1:00pm  Q & A Panel
Purpose of this workshop

1. To provide you with general knowledge about GPSA sponsorships, grants and funding opportunities.

2. To provide you with tips for effective sponsorship and grant writing.

3. To provide you with insights from the GPSA Sponsorship Committee.

4. To provide a forum for you to ask questions about funding opportunities.
Dr. Erica Marti

Dr. Erica Marti is an environmental engineer and former high school teacher. Nevada became Erica's home in 2005 when she moved here to teach high school chemistry in Las Vegas. Erica’s research is on disinfection byproducts in water and wastewater treatment, which was the area of her dissertation research. During her PhD, she was awarded several scholarships and fellowships, including the President's UNLV Foundation Graduate Research Fellowship, the American Water Works Association Dave Caldwell Scholarship, and the Nevada Regent's Scholar Award. Other graduate program honors include first place in the inaugural Rebel Grad Slam, a National Science Foundation grant to perform summer research in Australia, and a invitation to attend the Lindau Nobel Laureate Meeting as a young scientist with the U.S. delegate. Dr. Marti received her Ph.D. in Civil & Environmental Engineering this past spring. During her time as a graduate student she successful applied and received 7 GPSA Awards for conferences & research.
External Funding Opportunities

(a.k.a. Getting paid to be in Graduate School!)

Erica Marti, PhD
UNLV Graduate ‘16, Civil and Environmental Engineering
October 7, 2016
Know your goals

Why do you want to pursue the funding opportunity?

Money / Bills

Research

Recognition / Resume Builder
Get organized

What works for you?
Finding Opportunities

Look early and look often

Read those emails!

Join Listservs (specific to your field)
Finding Opportunities

Be strategic

Use available resources:
- Scholarship Databases
- Fellowship Databases
Finding Opportunities

Ask faculty

Ask fellow graduate students

CV spying
Finding Opportunities

Professional Societies
(specific to your field)

Businesses
(specific to your field)
Finding Opportunities

Government Programs
(specific to your field)
Finding Opportunities

Livermore Graduate Scholar

National Science Foundation

Ford Foundation

Fulbright
Finding Opportunities

What if it doesn’t apply to you right now?

Save it for later
Found One...Now What?
General Tips

Just go for it! (wisely)

Seek help

Share with others

Springboard
References

- Calvert Award  [https://www.library.unlv.edu/award](https://www.library.unlv.edu/award)
- Messy desk  [https://www.flickr.com/photos/denverjeffrey/1950409800](https://www.flickr.com/photos/denverjeffrey/1950409800)
- Cloud computing  [https://commons.wikimedia.org/wiki/File:Cloud_computing_icon.svg](https://commons.wikimedia.org/wiki/File:Cloud_computing_icon.svg)
- UNLV Financial Aid  [https://www.unlv.edu/finaid](https://www.unlv.edu/finaid)
- Cornell Fellowship Database  [https://gradschool.cornell.edu/fellowships](https://gradschool.cornell.edu/fellowships)
- Univ. of Miami Scholarship Database  [http://www.miami.edu/admission/index.php/ofas/graduate/graduate_types_of_financial_aid/graduate_scholarship_database/](http://www.miami.edu/admission/index.php/ofas/graduate/graduate_types_of_financial_aid/graduate_scholarship_database/)
- UCLA Graduate Scholarship Database  [https://grad.ucla.edu/funding/](https://grad.ucla.edu/funding/)
Picture References

- Graduate students: https://www.flickr.com/photos/66770481@N02/6741181779
- Top spy secrets cartoon: https://www.pinterest.com/pin/576179346046476141/
- Plumbing parts: https://en.wikipedia.org/wiki/Piping_and_plumbing_fitting
- Draft paper: http://nicolabravetti.com/how-to-write-rough-draft.html
- Snoopy typing: http://www.retailpotential.com/the-final-draft-begins/814/
- Final draft: http://www.clipartkid.com/final-draft-cliparts/
- Magnifying glass: http://all-free-download.com/free-vector/magnifying-glass.html
- Seeking help: https://www.debtreductionservices.org/debt-consolidation/when-to-seek-help/
- Fish jumping bowls: https://authenticlove789.com/2014/09/09/go-for-it/
- Springboarding to success: http://executivesuccesspartners.com/2014/08/19/springboard-your-career-success-assemble-your-dream-team/
Perhaps the most important service the GPSA offers is funding for research materials and conference travel, necessary for the completion of your degree: http://www.unlv.edu/gpsa/sponsorship-awards/sponsorships
GPSA
Sponsorships

What are we looking for?
Where to find us?

- **GPSA Homepage**
  [http://www.unlv.edu/gpsa](http://www.unlv.edu/gpsa)

- **Sponsorships and Awards**
  [http://www.unlv.edu/gpsa/sponsorship-awards/sponsorships](http://www.unlv.edu/gpsa/sponsorship-awards/sponsorships)
The Details

• You can be awarded up to $1,250.00 per year.
• You can receive funding up to two times per academic year.
• Each “year” is designated from the fall semester to the end of the summer semester.
• So far for 2016-17, students have been awarded a total of $39,951.86 for the Fall semester.
2016 - 2017 Sponsorship Budget

- The GPSA budget for student research and conference travel for the current academic year (2016-2017):
  - GPSA has allocated $110,000.
  - Graduate College has contributed $50,000 to supplement the Sponsorship program

$160,000 available
Regular and Emergency Sponsorships

• Spring Funding
  – Activities occurring from the last day of the fall semester continuing through the spring semester (12/18/16 – 5/13/17)

• Summer Funding
  – Activities occurring during the summer sessions. Ending the day before the start of the fall semester (5/14/17 – 8/27/17)

• Fall Funding
  – Activities occurring during the fall semester (8/28/17 – 12/16/17)

• Emergency Funding
  – Activities that fall outside of the regular sponsorship cycles and for emergency research or conference travel scenarios

Academic Calendar dates are located at: http://www.unlv.edu/registrar/calendars
The Application

- Cover Sheet
  - Complete all information
  - Select the correct application, i.e. Research, Conference Travel or Emergency

- Project Description/Abstract
  - What are you doing?

- Budget
  - Detailed, itemized, justified

- Letter(s) of Reference
  - From your advisor
Project Description

• Concise project summary
  – Research, presentation, or performance
  – Avoid jargon

• Significance of your project
  – Intellectual merit

• Broader impacts of your project
  – GPSA, UNLV, the community, your field

• Timeline
  – Project or conference
Budget

- Itemized
- Detailed
- Accurate
- Justified
- Provide supplemental materials (as needed)

- HANDOUT-

Itemized Budget
Dissertation Travel for Data Collection

<table>
<thead>
<tr>
<th>Travel Item</th>
<th>Description</th>
<th>Unit Cost</th>
<th>Total Cost</th>
<th>Amount Requested from CPSA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Airline</td>
<td>Airfare and taxes [Delta]</td>
<td>$220.90</td>
<td>$112.00</td>
<td>$112.00</td>
</tr>
<tr>
<td>Lodging</td>
<td>Room fees and taxes [Red Roof Inn]</td>
<td>$363.22</td>
<td>$197.86</td>
<td>$197.86</td>
</tr>
<tr>
<td>Transportation</td>
<td>Car rental fees and taxes [Enterprise Economy Car]</td>
<td>$300.00/per day</td>
<td>$112.29</td>
<td>$112.29</td>
</tr>
<tr>
<td>Parking</td>
<td>$12.00/day</td>
<td>$18.00</td>
<td>$18.00</td>
<td>$18.00</td>
</tr>
<tr>
<td>Per diem</td>
<td>Food and Gas</td>
<td>$10.00</td>
<td>$50.00</td>
<td>$50.00</td>
</tr>
</tbody>
</table>

Total Amount Requested for CPSA Grant: $659.85
Total Amount to be Paid by Student: $148.90
Total Projected Costs: $816.95

Explanation of Costs

* Delta airline was chosen because it is the least expensive carrier that arrived and departed at the necessary time. I have selected a red-eye flight into Madison in order to arrive on campus in time for my classroom observations on Thursday, October 27. I will be leaving Madison on Sunday, October 30 to accommodate additional interviews within my travel schedule.

* The Red Roof Inn was chosen as it is the least expensive hotel in the near vicinity of the UW-Madison campus. There are less expensive options, however, they are only slightly less expensive and significantly farther away from campus.

* I chose to rent an economy car in order to travel between the airport, hotel, and the UW-Madison campus. I have assessed local transportation in and from the airport and between the hotel and campus and determined that it was less expensive to rent a car and park rather than pay for a taxi service for the duration of my visits.

* Parking fees for on-campus parking are included daily. I will be on campus from mid-morning to mid-afternoon. All-day parking was chosen as the less expensive parking option.

* Per diem costs were identified by ONSA at $50.00/day for Madison (see Appendix). Please note, this cost has not been requested as part of this grant. Per diem expenses will be provided at the student's expense.
Letter of Recommendation

• From your faculty advisor (on university letterhead and with a signature)
• Provide sufficient notice and detail to your advisor(s)
• Individualized and specific to you, i.e. your strengths, your project, etc...
• Address the quality and value of the project
• Address the need for emergency status
  – If applying for an emergency funding
# Scoring Rubric

## GPSA Sponsorship Committee

### Sponsorship Scoring Rubric

- **Applicant:**
- **Tier:**
- **Requested Funding:**

<table>
<thead>
<tr>
<th>Item</th>
<th>Max Points</th>
<th>Score</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cover Sheet</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Explanation of Activities*</td>
<td>10</td>
<td>8</td>
<td>6</td>
</tr>
<tr>
<td>Letter of Recommendation [E-funding Explanation*]</td>
<td>2</td>
<td></td>
<td>[1]</td>
</tr>
<tr>
<td>Budget</td>
<td>6</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Total Score:** __________ out of 20

**Funding Suggestion:**

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*A Tier I grant can receive all 10 points from this section. Tier II and III grants can receive 8 and 6 points, respectively.

**For emergency applications, 1 of the 3 points from this section is designated for the explanation of why the request is an emergency. The other 2 points from this section are for the letter of recommendation. For a regular sponsorship, all 3 points can be awarded for the letter.*
GPSA Funding Priorities

• Tier I:
  Research or travel **required** for graduation

• Tier II:
  Conference travel to present a scholarly project

• Tier III:
  Conference travel without presentation
Guidelines for Writing a Strong GPSA Sponsorship Application

A strong letter is:
- Free of grammar and spelling errors
- Written by a member of the applicant’s committee
- Individualized and specific to the applicant’s strengths and their project (for example, a letter that is very detailed and demonstrates familiarity with the student and their work is stronger than a generic letter that does not specifically discuss the student’s work or ability)
- Addresses the quality and value of the project or the necessity of attending the conference
- For emergency applications, addresses the need for emergency status

A strong budget section is:
- Neat and organized (often, tables maintain organization and convey information easily)
- Itemized
  - Break down items requested by unit price, number of units, and total price for each item
- Detailed
  - Describe what the item is (for example, for an item listed under the “Travel” section might be described as “Roundtrip airline from Las Vegas, NV to San Francisco, CA on Southwest Airlines”)
- Supported with a justification section
  - You should justify why you chose to include each item and how the expense was determined (for example, a hotel might have been chosen because in a search using various travel search engines, it was the least expensive hotel in close proximity to the conference being attended)
- Supported with supplemental materials
  - This can include internet searches quoting prices for travel, hotel costs, materials needed to conduct research, etc.
  - While attaching printouts for internet searches and price quotes is helpful to the committee in checking information and showing that you searched for the lowest cost, it does not replace the need for an organized, detailed, itemized budget with a justification
- The committee is also appreciative of applicants being attentive to finding the lowest costs and, if attending conferences, sharing expenses such as hotel and transportation costs with other students going to the same conference

Please keep in mind that when the GPSA Sponsorship Committee evaluates applications, we take into consideration that not all disciplines follow the same paradigm and we do not prioritize the applications of any one discipline over another. For more information about applying for GPSA Sponsorship, or to access the application cover sheet and detailed instructions for applying, visit the GPSA Sponsorship website at http://www.unlv.edu/grpa/grants_awards/grants.
Dates to Remember

• GPSA Spring 2017 Funding Cycle
  – Saturday, November 15, 2016
• GPSA Summer 2017 Funding Cycle
  – March 15, 2017
• GPSA Fall 2017 Funding Cycle
  – April 15, 2017
• Emergency Funding
  – The 20th of every month
The Graduate & Professional Student Research Forum

Every year, the GPSA and the Graduate College co-host this event, with over 250 students, faculty and staff in attendance. One of the stipulations of receiving GPSA is participation in the Forum. This year’s event will be held Saturday, April 8, 2017.
Students and faculty judges check-in at the Research Forum. Student participants must register for the forum by March 4, 2017.
The annual spring forum provides graduate and professional students an opportunity to share research findings.
Faculty members judge both the oral and poster presentations, giving students valuable feedback.
Of course food is served as an enticement to participate.
UNLV Internal and External Funding Sources for Graduate & Professional Students

Graduate College Scholarships and Fellowships

- Graduate College Scholarships and Fellowships
- UNLV Research
- UNLV Foundation
- Graduate College

External Funding Sources

- Graduate College
- UNLV Research
- UNLV Foundation
- Graduate College

General Resources

- Graduate College
- UNLV Research
- UNLV Foundation
- Graduate College

Application Process

- UNLV Research
- UNLV Foundation
- Graduate College

Additional Information

- UNLV Research
- UNLV Foundation
- Graduate College

Funding Opportunities

- UNLV Research
- UNLV Foundation
- Graduate College

Characteristics and Opportunities

- UNLV Research
- UNLV Foundation
- Graduate College

- HANDOUT -
Poster Printing

The Graduate Commons in the Lied Library has a large plotter in the Graduate Student Commons. Students can print their large posters (maximum width is 36”) to be presented at conferences.

The cost is $11 a linear foot and comes directly off of your RebelCard. Directions for how to prepare your document to a poster size is available on the GPSA website: http://www.unlv.edu/gpsa/lab
We wish you all the best in your academic career at UNLV.