**ICIS Undergraduate Research Fellows**

The International Congress of Infant Studies (ICIS) is offering a limited number of grants of up to $4,000 to support undergraduate student research in infancy science during the summer of 2021.

The fellowships will fund research with a mentor at an institution other than the student’s own. The student applicant should submit proposals after they have corresponded with their prospective summer mentor to develop a plan. In most instances, students will work on an ongoing project in the lab of the mentor to ensure productivity and efficiency. However, a student who has a research question that fits with the expertise of the sponsoring faculty member can approach the faculty member with the idea, and work on this identified project if the mentor approves.

Students are expected to work approximately 20 hours per week for 8 weeks. A stipend of $2400 can be requested to offset lost wages at $15 per hour. Other expenses (e.g., transportation, internet hotspot, food) can be included in the proposal, up to a total budget of $4000. Receipts will be required for reimbursement of all non-stipend expenditures.

Students will present their work in the form of a flashtalk at a symposium in early fall of 2021. Students are also encouraged to submit their work to the International Conference on Infant Studies to be held in Ottawa, Canada, in July 2022, and they may be able to apply for travel support.

Applications are reviewed by members of the ICIS undergraduate committee. Preference will be given to students from underrepresented groups; first generation to attend college; and to students who would not be able to devote a full summer to research without the funding.

**Applications**

The proposal should include a description of the project, including the following:

1. research question and methods;
2. anticipated roles to be played by the student, and anticipated products/outcomes;
3. student preparation for this work (course work, related experience);
4. an explanation of how the project will benefit the applicant academically, personally, and/or professionally; and
5. indication of financial need.

Proposals should be no more than three 8.5”x11” pages, double-spaced, using 12-point Times or Times New Roman font, with 1 inch margins.

In addition to the proposal, applications should include the following supporting materials:

* Information page (see template at the end of this application)
* A current resume
* An unofficial transcript (a screen shot is fine)
* An accurate, detailed budget proposal itemizing projected expenses and furnishing a rationale for expenditures.
	+ Budgets can include stipends of up to $2400 to offset lost wages.
	+ For students participating remotely, this budget is likely to include only the stipend. However, other legitimate expenses, such as internet hotspots or purchase of research materials may be included.
	+ For students participating in person, travel, food and lodging are typical expenses.

Students should submit their proposal and supporting materials as a single pdf. They should also arrange for a letter of recommendation from a faculty member at their own institution, and a letter of support from their prospective summer mentor.

**Letter of Recommendation**

Students should request a letter of recommendation from a faculty member at the college or university they are attending. These letters are typically written by a faculty member who has had the student in a class or has otherwise worked with them, and should speak to the student’s academic performance, responsibility, initiative, motivation, and interest in infancy research.

**Letter of Support**

Students should request a letter of support from the faculty member with whom they wish to work during the summer. These letters should include the following:

* The role the student will play in the lab or on the specific project.
* The faculty member’s willingness to support this student and the work.
* The faculty member’s plan for mentoring the student both in developing research skills and regarding preparation for graduate school.
* How the faculty member will facilitate the student’s integration into the larger lab/campus community.
* Confirmation of the faculty member’s willingness to help the student prepare an abstract to ICIS 2022 and the poster/presentation, if accepted.
* Confirmation of the faculty member’s status as a member of ICIS.
* Confirmation that the work to be done has been, or expectation that the work will be, approved by the host institution’s Institutional Review Board before the student begins.

**Project Completion**

* Students will present a 5-minute talk regarding their project at a symposium attended by ICIS leadership, undergraduate committee members, other fellows and mentors, and others. The date of this symposium is yet to be determined, but is tentatively scheduled for September 2021.
* By September 15, 2021, grant recipients are required to submit documentation of all expenses paid for by the grant. The expense report should contain receipts documenting expenditures. For purchases, the report must document both what was purchased and, if applicable, the amount. Students will be expected to return funds whose use cannot be documented.
* Students/faculty are strongly encouraged to submit the outcomes of this research to the 2022 ICIS meeting.

**Applicant Information**

**ICIS Undergraduate Research Fellow**

Name:

Class year: Major:

College/University:

E-mail:

Permanent home address:

Race/ethnicity and/or under-represented group status:

Title of Project:

Host faculty member’s name:

Host faculty member’s college/university:

Name of Faculty Member to submit reference from your college/university

Total Amount requested: