**Audrey Holland Endowed Award**

The Audrey Holland Endowed Award has been established to support undergraduate and graduate students to design and conduct research in the Department of Communication Science and Disorders. The awardee may use the award for research related supplies and equipment, subject participation, statistical support, travel to present research findings, and other related items.

**How to compete for this award**

The award is competitive and all CSD students are eligible. Students conducting or planning to conduct research in the current academic year should self-nominate. **For 2016-2017, the award will be in the amount of $900.00** which is to be used to offset expenses in the research budget.

**ELIGIBILITY**

* CSD undergraduate or graduate student
* Research for which the award is being sought must meet **one** of the following criteria:

1. **Already-IRB approved human subjects research:** Studiesthat have been approved by the University of Pittsburgh Institutional Review Board (IRB) under full board review, expedited review or exempt status.
2. An active and approved IRB number will be required in the application
3. **Human subjects research** **in the process of being prepared for IRB submission:** Studies eligible for full board review, expedited review or exempt status, that are sufficiently complete in their design as to be ready for IRB submission. The committee will also judge the application’s readiness for IRB submission.
4. **A design that does not involve human subjects and therefore does not require IRB approval**.
5. Examples include systematic review or meta-analysis.

* **Student** researcher-applicant **must have a faculty mentor actively involved in the research**, **who will indicate their support of the research with their signature** on the application.
* **Applications must be received by noon on November 3rd, 2016.**

**APPLICATION PROCEDURES**

Download and complete the application template electronically (available at <https://www.shrs.pitt.edu/csd_funding/>) for the Audrey Holland Endowed Award **following all instructions**. The application template also appears below – modify in your word processor to produce a single document.

The application includes the following items (see below for details):

* 1. The project title
  2. Project budget
  3. Project narrative
  4. The student applicant’s biosketch and CV.

Applications must be submitted **BOTH** **electronically by email** **and by hard copy** (please compile all materials into a **single Word or pdf document**), to the CSD Director of Student Financial Aid and Awards (currently at [jcoyle@pitt.edu](mailto:jcoyle@pitt.edu) - mailbox in the CSD office) before noon on the due date. **ONLY COMPLETE APPLICATIONS WILL BE ACCEPTED.**

**SELECTION COMMITTEE**

The award recipient will be determined by a faculty committee consisting of the directors of the five degree programs in the Department of Communication Sciences and Disorders: CSD Undergraduate, Master’s Degree Program in SLP, Doctor of Audiology (AuD) Program, Doctor of Clinical Science in Speech Language Pathology Program (CScD), and CSD Doctor of Philosophy (Ph.D.) Program.

* Committee members serving as research mentors for students submitting applications for the Audrey Holland Endowed Award will recuse themselves from the selection committee.
* Each member of the committee will score submissions based on the criteria listed below, with the application receiving the “best” scores receiving the award. Scoring system is based on F31 scoring criteria.
  + Each committee member will generate one score for the Applicant’s merit, and one score for the project’s merit, using the score form
  + The average of applicant and project scores will be the basis of the final score for the application.
  + The application with the best (numerically lowest) score will receive the award.
* In the event of a tie vote, the Department of Communication Science and Disorders Director of Student Financial Aid and Awards will give the tiebreaking vote.
  + If the director is serving as research mentor for any submitted applications, the Chair of the Department of Communication Science and Disorders will serve as the tiebreaker vote.
  + Next in line to generate the tiebreaker vote is the CSD Department senior ranking faculty member who is not Director of one of the Academic Programs.

Scoring Rubric (adapted from NIH F31 scoring criteria):

|  |  |  |
| --- | --- | --- |
| **Score** | **Descriptor** | **Comments on Strengths/Weaknesses** |
| **1** | Exceptional | Exceptionally strong with essentially no weaknesses |
| **2** | Outstanding | Extremely strong with negligible weaknesses |
| **3** | Excellent | Very strong with only some minor weaknesses |
| **4** | Very Good | Strong with numerous minor weaknesses |
| **5** | Good | Strong but with at least one moderate weakness |
| **6** | Satisfactory | Some strengths but also some moderate weaknesses |
| **7** | Fair | Some strengths with at least one major weakness |
| **8** | Marginal | A few strengths and a few major weaknesses |
| **9** | Poor | Very few strengths and numerous major weaknesses |

**USE THE FOLLOWING FORM TEMPLATE TO GENERATE YOUR APPLICATION. PLEASE MAINTAIN THE TEMPLATE FORMAT (ORDER OF ITEMS).**

**AUDREY HOLLAND ENDOWED STUDENT RESEARCH AWARD**

**Application Form**

Student Last Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student First Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Middle Initial: \_\_\_\_\_\_\_\_

Credentials (indicate current highest earned degree): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: Number & Street\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone number including area code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Applicant is a (check all that apply):

\_\_\_CSD undergraduate student

\_\_\_CSD MA or MS-SLP student

\_\_\_CSD AuD student

\_\_\_CSD CScD student

\_\_\_CSD PhD student

**TITLE OF PROJECT:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**LIST OF ITEMS FOR WHICH THE AWARD WILL BE USED:** Indicate item (see instructions above) and approximate cost. Please use the form below. A sample list is attached to the application. Include in the Project Narrative, where each item fits into the research plan (see next paragraph).

**PROJECT NARRATIVE (5 PAGES OR LESS):** include purpose of research and plan of execution. Please insert the information in the following outline modeled after the University of Pittsburgh IRB application, or create a separate document using this outline. Please add a “Project Narrative” header to each page of the Narrative.

1. **Project Title, Principal Investigator’s Name**
2. **Objective: What is the overall purpose of this research study?**  (Limit response to 1-2 sentences.)
3. Specific Aims: **List the goals of the proposed study (e.g., describe the relevant hypotheses or the specific problems or issues that will be addressed by the study).**
4. **Background: Briefly describe previous findings or observations that provide the background leading to this proposal.**
5. **Significance: Why is it important that this research be conducted? What gaps in existing information or knowledge is this research intended to fill?**
6. **Methods: Briefly describe the research methods.**
7. **Innovation: Indicate any innovative aspects of your research proposal or design.**

**BIOSKETCH OF THE STUDENT APPLICANT.** Highlight your education and experience which enable you to do this research, your motivation for embarking on this research, and reasons for doing the research. Include your undergraduate and graduate grade point average, degree program and level/year, and milestone in the degree program (see instructions above). Please add a “Biosketch” header to the biosketch.

**CURRICULUM VITAE OF THE STUDENT APPLICANT.** Please add a “Curriculum Vitae” header to each page of the CV.

**AUDREY HOLLAND ENDOWED AWARD BUDGET**

**LIST OF SUPPLIES, EQUIPMENT, SUBJECT PAYMENTS FOR WHICH AWARD IS SOUGHT**

**(please copy this table and paste into your application document)**

**ITEM COST**

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**PLEASE ATTACH ADDITIONAL PAGES AS NECESSARY**