



Saltarelli Family Student Research Award Application Guidelines

This grant has been established by Dr. William Saltarelli and his family to support undergraduate student health science research, with a focus on exercise is medicine or health promotion through physical activity and disease prevention. Special consideration will be given to projects focusing on the health of youth and children.

Grant applications will be managed by the College of Health Professions (CHP) Research Committee. Applications will be reviewed twice a year, during the fall and spring submission cycles. Only one proposal will be awarded during each application cycle and based on the availability of funds. Students may receive this award only once during their undergraduate time. Preference will be given to students in financial need who require assistance to complete research projects that are vital to their curriculum. The maximum amount of funding available per award is **\$500**.

To be eligible for this award, the applicant must:

- Be a full-time or part-time undergraduate student in any major working with a CHP faculty member.
- Have at least one more semester prior to graduation.
- Have a minimum GPA of 2.7 on a 4.0 scale for undergraduate students
- Show financial need.
- Present their original, independent work, written solely by the student

Funding Support Areas

Funding can be requested to cover the cost of the following project-related items:

- Research equipment purchase, maintenance, upgrades
- Research supplies
- Computer software programs and updates
- Human subject incentives
- Manuscript preparation costs
- Research-related consultations

Funds may not be used for food, wages/stipends, alcohol, presentation supplies (e.g. laser pointer), or promotion/ advertising. If the student or faculty mentor/advisor has questions please contact Dr. Rachael Nelson at nelsolrk@cmich.edu for clarification

Deadlines:

- Fall submissions are due before 5 pm on **October 18th, 2024**
- Spring submissions are due before 5 pm on **March 14th, 2025**
- Applicants should expect reviews to be completed within 3-4 weeks following the deadlines. Letters of acceptance/rejection will be emailed.
- Applications received after the deadline will not be reviewed



Awardee Requirements

- Acknowledge The Herbert H. and Grace A. Dow College of Health Professions for support on all work (i.e., presentations and publications) related to the funded project
- Present research results at the Annual CHP Research Symposium

Fund Disbursement

- The funds will be made available to the faculty advisor
- The faculty mentor/advisor is responsible for monitoring the use of funds.
- The CHP Research Committee may request a written report from the faculty mentor/advisor on how the money was used.
- Students who have received funding from other sources (such as ORGS or the Honors Program) to support their project must use those funds first and demonstrate how the Saltarelli Family Student Research funds are being used differently.
- If a faculty mentor has a grant that provides funding for student expenses (such as travel, supplies, etc.), these expenses cannot be reimbursed twice from both the student and faculty grant.
- For research projects involving multiple students, the awarded funds can be divided among the students if it is convenient. It is the responsibility of the student(s) and faculty mentor/advisor to work together and determine how the funds will be divided.

APPLICATION INSTRUCTIONS

The award application must clearly and concisely describe the overall research project. Applicants are encouraged to be as precise and detailed as possible. It is expected that the proposal is well-written, proofread, and spellchecked. Some applicants may wish to utilize the university writing center or other editorial resources before submitting a grant application. Applicants who do not address spelling or mechanical errors may be rejected for such reasons. Each submission must follow the format suggested in the Application Form and outlined below. There is no actual word limit for the proposal; however, applicants are encouraged to keep the proposal text within a 2,500-word limit.

1. Research Grant Application Form

Complete the cover page of the **Saltarelli Family Student Research Award**. The form must be signed by the Applicant, Faculty Mentor/Advisor and the Chairperson of the respective department. Student(s) must sign the Academic Honesty page within the application. If you plan to use digital signing, please download the form onto your hard disk and open it with the latest Acrobat version. Please be aware that after digital signatures are applied, the document cannot be modified, for example by including additional PDF pages or changing the text.

2. Significance

In the Significance section of the Application Form, provide a brief overview of the relevant literature on the topic. Clearly state your research question(s) and explain the significance or importance of your research project. Conclude with a purpose statement that outlines the goals and intended impact of your study.

3. Methodology

In the Methodology section of the Application Form:

- Describe the overall project design and/or approach to be taken. If applicable, include a description of any tested intervention, experimental equipment, or validated test, measure, or survey.
- Describe the research participant population (if applicable) and justify the required sample size. If conducting qualitative research, specify the qualitative tradition used, such as narrative research, phenomenology, ethnography, grounded theory, or case study.
- Describe how data will be collected and analyzed. Include a detailed description of the tools, instruments, or software that will be used for data analysis.
- Provide a timeline for the completion of the study, including key milestones such as IRB approval, participant recruitment, and data collection. For ease, students may find it helpful to adjust this to a week-to-week or month-to-month timeline.

4. Impact of the Project

Describe how the results of the proposed research can impact health science research, specifically in the areas of exercise prescription as medicine or health promotion through physical activity among youth and children.

5. Budget and Justification

Using the table provided in the Application Form, develop an itemized list of the expenses associated with your project as well as a brief budget justification for each item. Within this section the student must also indicate the amount requested outside CHP (e.g., ORGS).

6. References

Please include references, using either the AMA or APA citation format.

7. Dissemination of Results

In the Dissemination section of the Application Form, explain how you plan to share your results. Will the findings be disseminated outside of CMU, such as at state, district/region, national, or international conferences or meetings? List any journals or conference proceedings to which you intend to submit your research study or creative activities. Note: research results must be present at the Annual CHP Research Symposium

8. Personal Statement

In this statement, explain how this project will enhance your academic performance and contribute to your future career as a healthcare professional.



9. Letter of Compliance

If your proposal includes the use of human subjects, vertebrate animals, or recombinant DNA, and you have received approval from the Institutional Review Board (IRB), Institutional Animal Care and Use Committee (IACUC), or Institutional Biosafety Committee (IBC), please include a copy of the approval letter. If you have not yet received approval, specify the date that you submitted or plan to submit your proposal to the compliance board in the Application Form.

Submission

Once the Application Form completed, combine it with the Letter of Compliance (if such available) in one document, save it as a single PDF file and email this file to **Dr. Rachael Nelson at nelso1rk@cmich.edu**. In the subject line of the email, please include your last name and **Saltarelli Family Student Research Award**.

PROPOSAL

Significance

Methodology

Impact of the Project

Budget and Justification (describe in the table below or in paragraph form)

Item	Justification	Funding Source	Cost
			\$
			\$
			\$
			\$
			\$
			\$
			\$
TOTAL			\$

References

Dissemination of Results

Personal Statement