WCSU Biology SURF Proposal Guidelines

Although the student and faculty member are expected to co-submit their proposal, *it is expected that the student will write the narrative.* Please follow these guidelines when creating your SURF proposal.

- <u>Format</u>: The proposal should be limited to a maximum of 5 pages using double-spaced, 12 pt, Times New Roman Font, 1 inch page margins top, bottom, left, and right. (Note: the 5 page limit does not include cited literature).

- <u>Narrative</u>: It is important to keep in mind that a successful proposal should be written for an informed audience, as members of the review committee may or may not be familiar with the specific area of research. The project proposal should include the following sections:

  I. ***Background and Research Question***: A brief literature review providing a broad context for the research question *(what is known and what remains unknown).* A clear statement of the research question to be addressed and how it relates to what is unknown. Specific hypotheses regarding the research question *(what do you predict will be the outcome and why).*

  II. ***Research Methods:*** A concise description of the research subject, experimental design, and procedure/methodology *(what you will do and how you will do it).*

  III. ***Outcomes and Significance***: Implications of possible scenario of results. A clear statement of how the outcomes of this research will contribute to the specific area of study.

  IV. ***Project Timeline:*** Include dates of anticipated milestones *(is the project you propose feasible in 10 weeks).*