

# Call for Proposals: JMHC Breakthrough Research Award

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## Proposal Preparation and Submission Guidelines

**Application Deadline:** July 15<sup>th</sup>, 2024 (due by 5 p.m. Eastern Standard Time).

**Proposal Components:** As part of a complete application, we require the following proposal components that are included in the [Proposal template](#), [Budget template](#) and [Qualtrics Form](#):

1. Research Project Description (4 single-spaced pages), Plan for Undergraduate Research Involvement (2 single-spaced pages), Budget Justification (1 single-spaced page) and References (1 page)
2. Budget Template (In excel)
3. Abbreviated CV of PI (Principal Investigator) and Co-PIs (2 page per CV)
4. Endorsement from their Department Head or direct supervisor (1 page)

**Submission Guidelines:** Please follow the following guidelines to submit your application. All applications must be submitted through the [Qualtrics Form](#).

1. Please use the proposal template provided to fill out the required details for the application.
2. All documents should be uploaded to Qualtrics.
3. Please name the proposal template file by beginning the file name using last name and first initial such as SmithJ\_JMHCResearchAward\_2024.

**Questions:** Please email Dr. Priyanka Brunese ([pshah@purdue.edu](mailto:pshah@purdue.edu)), Director of Research Development, John Martinson Honors College at Purdue University.

## About JMHC Breakthrough Research Award

**About the JMHC Breakthrough Research Award:** This is an annual award that supports faculty who take up the challenge of conducting high-impact research with a team of JMHC undergraduate students. We seek proposals for projects that promise impactful results and that also bridge the divide between Purdue University's research and teaching missions, by mentoring JMHC students in immersive research experiences across all phases of a research project.

This award provides funding support for year-long, cutting-edge projects with a team of 5-10 JMHC students; encourages experimentation with non-traditional and translational research outcomes; and can be used as a steppingstone in the development of larger research grant applications.

**About JMHC:** JMHC at Purdue University champions the cultivation of knowledge and skills by bringing together highly motivated undergraduate students from all areas of study into a residential community of scholars. In the JMHC, students are immersed in an educational environment that compares, contrasts, and integrates multiple perspectives from a wide range of disciplines. For more details about JMHC and our values, please review [Appendix 1](#).

## Funding

**Award Budget and Anticipated Number of Awards:** The total funding available for the present cycle is \$200,000. We anticipate up to four awards depending on the quality of the proposals. Awards will range from \$50,000 - \$75,000 to Purdue faculty in West Lafayette and Indianapolis.

**Award Project Period:** December 2024 – December 2025

**Award Restrictions:** The award is a one-time investment to conduct research, scholarship, or creative inquiry with JMHC undergraduate students. Funds can be used for faculty support (AY or Summer Salary); undergraduate student hourly funding for research project; hourly graduate research assistant support (cannot fund graduate assistantships); data collection activities or archival research; community engagement activities, e.g., stakeholder engagement workshops; research dissemination activities, e.g., conferences; supplies & equipment (e.g., software, data collection equipment, etc.); travel for research or to conferences. For administrative/ consulting support, we will budget a 3% administrative overhead for all awards.

## Eligibility

**Eligible Applicants:** Any Purdue West Lafayette or Indianapolis faculty member, from any discipline is eligible to apply as a Principal Investigator (PI). This includes tenure-track, non-tenure-track/ clinical, lecturer and eligible research staff. There are no restrictions on who may serve as co-PIs, Senior Personnel or Consultant. An individual may appear as PI, co-PI, senior personnel, or consultant on only one proposal submitted in response to this solicitation. Research staff interested in pursuing this award are welcome to inquire about potential eligibility. All applicants must obtain a signature endorsement from their Department Head or direct supervisor.

NOTE: We encourage faculty to pursue innovative and interdisciplinary approaches for this research, and to include co-PIs or other collaborators. We would be happy to help you make connections, especially with our JMHC Faculty.

**Project Parameters:**

1. We highly value innovative and transdisciplinary projects that identify and align with the **Health and Well-being** thematic area. For more details, review [Appendix 2](#).
2. Projects must be conducted with 5-10 JMHC students as part of the research team. For further details and guidelines on plans to engage JMHC students, review [Appendix 3](#).
3. Eligible projects should clearly demonstrate the value of the work to specific users/stakeholders. We seek projects with high potential for applied/engaged outcomes.

## Award Timeline

Call for Proposals: May 15, 2024

**Proposal Submission Deadline: July 15, 2024**

Notification of Awards: September 2024

Orientation and student recruitment: October – December 2024

Award Project Period: December 2024 – December 2025



Figure 1: Award Timeline

## Review Criteria and Procedures

**Selection Criteria:** We have identified two main merit criteria to review all applications. We require using the proposal template provided and reviewing [Appendix 4](#) for guidelines on writing successful applications.

- **Research Impact:** We seek research, scholarly, or creative projects that are original, or potentially transformative, and that identify and involve relevant stakeholders (those that might use or benefit from the research conducted). Successful proposals will articulate clear connections to the research theme of Health & Wellbeing in Figure 2, and research plans for carrying out the proposed activities that are well-reasoned, well-organized, and based on a sound rationale. Successful proposals will also outline how the research can be adopted or utilized by stakeholders in practice or policy. Broader impacts may be accomplished through the project itself, through the activities that are directly related to the project, or through activities that are supported by, but are complementary to, the project.
- **Immersive Research Experience for JMHC Students:** We seek applications that demonstrate immersive undergraduate research experience for JMHC students. We encourage proposals to articulate unique research opportunities for students as they engage with research, scholarly, or creative activities throughout the project’s lifecycle. Proposals should include PI’s plan to mentor and develop research skills of undergraduate students and incorporate a measurement for student success.

### Review and Selection Process:

The review committee includes staff and faculty from across Purdue University who have expertise in the research areas and with undergraduate research. The reviewers will be asked to review applications based on their expertise and a rubric developed from the evaluation criteria described above. Depending on the number of applications and quality of proposals, we would like to make at least one award to a PI from Purdue University in Indianapolis. Please review [Appendix 5](#) for procedures if you receive this award.

## APPENDIX 1: About JMHC

**JMHC’s Four Pillars:** The four pillars, our primary tenets, come together to help us accomplish our mission: Interdisciplinary Academics, Undergraduate Research, Leadership, and Community and Global Engagement plus Belonging, Equity, and Inclusion (BEI).

**Undergraduate Research Definition:** We use [Purdue’s Office of Undergraduate Research](#) (OUR) as our guide while defining undergraduate research. Purdue OUR quotes the Council of Undergraduate Research and define undergraduate research as: *A mentored investigation or creative inquiry conducted by undergraduates that seeks to make a scholarly or artistic contribution to knowledge.* The JMHC includes professional students who have not received their first degree in our definition of undergraduate.

**JMHC Scholarly Learning Outcomes:** To graduate with a Purdue honors diploma, JMHC students are required to complete a ‘scholarly project’. The learning outcomes of the scholarly project add up to education in “research thinking”: the ability to critically think about an issue, problem, or situation and to find effective ways to address that issue, respond to that problem, or change the situation for the better. After completion of the scholarly project, students should be able to:

- Identify a question, the answer to which makes a contribution to an existing body of knowledge or creative practice.
- Critically read, analyze, and synthesize information from scholarly literature and/or traditions of creative practice.
- Demonstrate knowledge of disciplinary and/or interdisciplinary skills, methods, and abilities appropriate for their research/creative question.
- Evaluate and interpret their findings
- Recognize and respond to ethical responsibilities of their research/creative projects
- Effectively communicate their findings in both oral and/or written formats

## APPENDIX 2: Health & Well-being Thematic Area

For the 2024 – 2025 Award period, we welcome proposals that align with the thematic area of Health & Well-being. The JMHC Breakthrough Award welcomes proposals from all disciplines.

This theme emerged from issues that JMHC students, faculty and staff were interested in addressing, in response to a short, open-ended survey conducted in March 2023. Figure 2 shows some of the themes identified in the survey. This is not a comprehensive list, but can be used to illustrate the breadth, depth and interconnected nature of these issues. *We welcome proposals related to, but not restricted to,*

research topics that range from physical and mental health, healthcare for all individuals, and healing and revitalization of local and global communities. Our students, faculty and staff are especially interested in understanding and researching these issues through the intersectional lens of race, gender, sexual orientation, immigration status and disability.

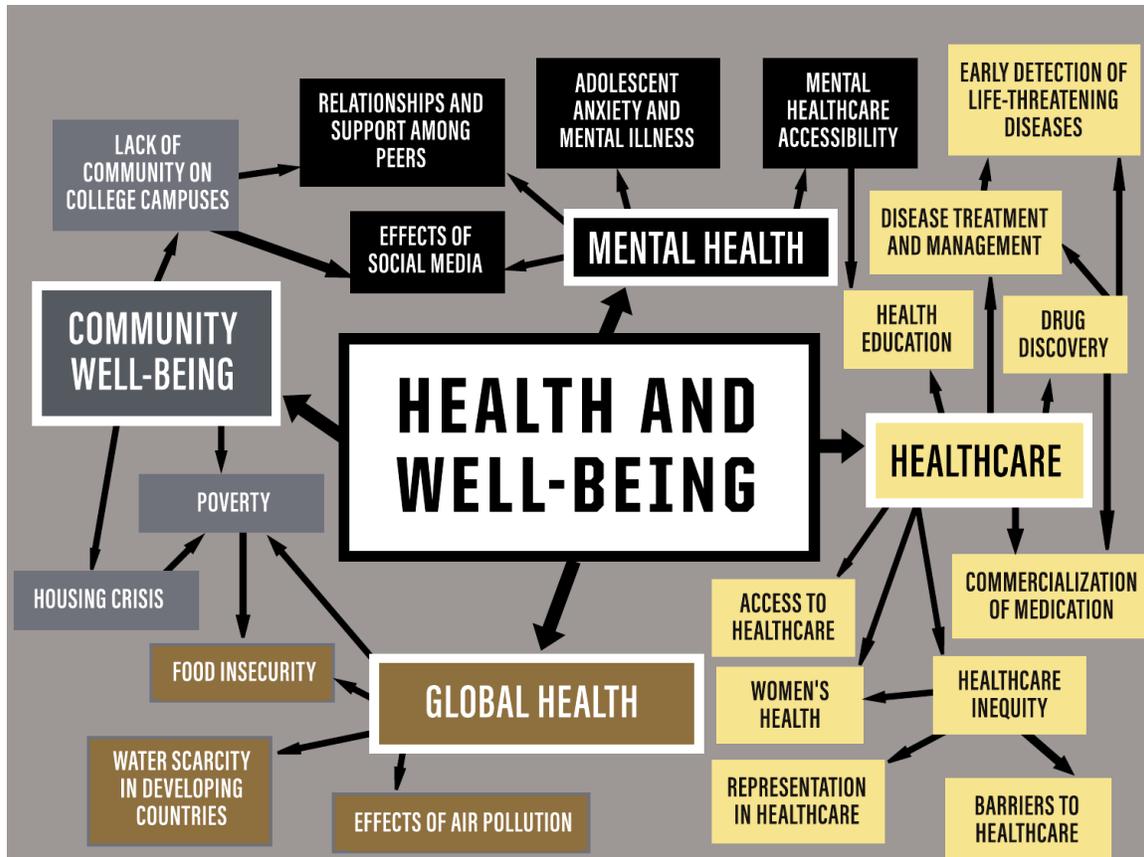


Figure 2: Depiction of Health and Well-being Themes to show breadth, depth and inter-connectedness

### APPENDIX 3: Engaging JMHC Students in This Research Project

**Undergraduate Level:** The JMHC Breakthrough Award is designed to conduct research with JMHC students and support them towards completing their Scholarly Project requirements. Successful proposals will support at least 5-10 JMHC students as part of their core research project team, specifically students that have not proposed their Scholarly Projects. PIs are encouraged (not required) to consider other ways in which their research can engage larger number of JMHC students. If you plan to include fourth-year students, please consider their graduation timelines and plan their work expectations and funding accordingly.

**Recruiting JMHC Students:** If selected for this Award, the PI will work closely with JMHC advising staff and Dr. Chaonan Liu, JMHC’s Scholar in Residence for Undergraduate Research to identify and recruit JMHC students to be part of the research team. PIs are welcome to recommend JMHC students whom they are interested in recruiting but should follow the matchmaking processes established by Dr. Liu.

Students recruited for awarded projects will be asked to sign research learning contracts that lay out research and professional expectations.

**Pathways to Include Undergraduate Students in the Research Project:** For the proposal we expect PIs to explain how they plan to include JMHC students in their research activities. Table 2 presents two approaches and lists some characteristics and considerations for each approach. PIs may propose hybrid or other approaches to including students in the research process, but we encourage consultation with Dr. Brunese in advance of the deadline. The Research Unit at JMHC will assist selected PIs on operationalizing their preferred approach during the co-creation workshop.

Financial Incentive	Course/ Credit Incentive
Will fund 5-10 undergraduates through hourly wages (JMHC recommended hourly wage is \$15/hour)	Potential to engage a larger number of undergraduate students
Temporary research role/ work study model	Independent study or course-based research study
Cannot award course credit for research activities	Cannot provide wages for research activities; will need to set up the course up each semester
Student Research Learning Contracts should identify start-finish dates	Each semester’s course will need to identify research objectives for students
Housing costs to be considered for summer	Might need to recruit new students every semester
Wages provide incentive for continued student participation	Might need to consider tuition costs for summer semester

**Research Expectations for Undergraduate Students:** Students should be included in the disciplinary practices of research development and research ethics training in each funded project. We expect that PIs develop a mentoring plan that might be akin to a plan of study that identifies how students will be mentored throughout the investigation, and how students will develop and obtain the scholarly outcomes. Note: all JMHC students complete basic CITI training in their first year. In addition, PIs should consider [JMHC’s Belonging, Equity and Inclusion](#) mission to develop mentoring plans for students.

## APPENDIX 4: Guidelines to Write Successful Proposals

1. Identify a specific focus related to the research track of Health and Well-being and highlight the study's innovative, interdisciplinary nature and impact.
2. Using extant literature, highlight the gaps, challenges, and the need for this research study.
3. Describe the nature of the study. We welcome descriptive studies (addressing why and how); studies that include interventions in local or global communities, or studies that include measurement or evaluation.
4. Make a convincing case of how this research study will allow JMHC students to have an immersive and hands-on experience throughout the entire research lifecycle. For some disciplines that might include understanding the research problem, designing the research study or critical intervention, collecting, and analyzing empirical data or information, and producing outcomes that connect with practice or policy.

5. Identify relevant stakeholders (other academics, practitioners, corporations, non-profits, community-members, local policymakers, etc.) who might be interested in this research and could serve as partners in the research design or might benefit from your research findings.
6. Identify innovative ways of disseminating and translating your research findings to help build, test, or increase understanding of a program, policy, or practice to impact the specific aspect of the Health and Wellbeing focus that you have identified. Resource: [Guiding Questions to Plan for Research Translation](#)

## APPENDIX 5: If You Receive This Award

**Notification of Award:** The Associate Dean for Research and World Readiness and the Director of Research Development will inform all applicants of the decisions in Fall 2024. We plan to have a public announcement in Fall 2024, where we will invite the awardees to briefly present their proposal to JMHC students, faculty, and staff.

**Cost share:** This award does not require any matching funds or cost share. However, if other departments at Purdue want to match funds to support a larger scope, we can discuss how that can be operationalized.

**Orientation:** With the goal of setting projects for success, we will be conducting an orientation/co-creation workshop. This workshop will allow for the PI/Co-PIs to collaborate with different staff and faculty members of JMHC such as the business office, student advisors, and JMHC's research unit staff to ensure that the award expectations and processes are effectively operationalized. Topics include reporting, budget/expenses, recruitment of JMHC students, IRB (Institutional Review Board), data management, course/independent study registration (if that pathway is selected), JMHC's BEI values, and mentoring undergraduate students.

**Reporting Requirements:** PI will report to the Director of Research Development once a semester on research progress including budget, research and student updates. The final research output will be a short research report and public presentation of the research and a discussion of undergraduate research experience. All publications generated from the funded research such as a research report/ white paper/ journal publication/ conference presentation should include an acknowledgement statement for JMHC Annual Research Award (this will be provided). The Director of Research Development will review the research report and presentation, and a description of the project and its results will be published on JMHC's website.

**Evaluation Requirements:** As part of our scholarship of teaching and learning the JMHC will evaluate this award program and its impact on students and faculty. All members of the research team including faculty PI, graduate students and undergraduate students will be assessed using survey and/or interviews. PIs are encouraged but not required to collaborate with JMHC faculty and staff on more refined assessments related to the project's outcomes.

**No Cost Extension:** PIs should aim to follow the project timeline. If funds are not spent by 12/31/2025, funds will be returned to the Honors College. In certain cases, funding extension may be possible.