

## WOS 2022 Research Grants: Proposal Guidelines

**The deadline for applications and recommendations is Feb. 1, 2022 at midnight EST.**

### Proposal Guidelines

#### File formats and components:

**Applicants must [submit proposals electronically by clicking this link or by copying and pasting the following link into your browser. \(https://forms.gle/qNyAwRpuYvxzXD9V9\)](https://forms.gle/qNyAwRpuYvxzXD9V9) Applicants will be informed by e-mail of receipt of their application. *Late applications or any applications not including all materials listed below will not be considered.***

#### A complete application consists of:

1. [Application form](#)
  - A. Provide the information requested below.
2. Proposal
  - A. *Length*: The body of the proposal is limited to three 21.6 x 28 cm (8 1/2 x 11 in) pages, with 2.5 cm (1 in) margins and 12 point, double spaced typeface. This page limit includes neither the budget, literature cited, nor tables and figures sections. Please keep tables and figures to a minimum.
  - B. *Abstract*: (about 100 words)
  - C. *Introduction*: Provide relevant background information. Clearly state the objectives of your study and state a research hypothesis or specific research goals. Proposals must state how your research will contribute to the advancement of ornithology, including how your work will answer ornithological questions from the literature, and how it will stimulate new questions for future studies. Include a statement of how the Wilson Ornithological Society grant will benefit this research and what alternatives will be sought if you do not receive Wilson Ornithological Society funding. Include a time frame within which you expect to complete the project.
  - D. *Methods*: Proposals must provide information on research methodology, analytical methods (including statistical treatments) and the locality where the research will be conducted. Write this section for reviewers who may know little about specific methodologies in your field. If your research involves obtaining permits or capturing live animals, make it clear that you have obtained, or have initiated the process of securing permits and/or necessary Animal Care and Use training documents.
  - E. *Budget*: Be specific and follow the monetary limits of the award(s) for which you are applying. Appropriate budget items include: research related travel, expendable supplies and equipment, field expenses and stipends. If applying from a university, indirect costs will NOT be provided. List budget items separately and indicate if you are applying for funding from other sources.
  - F. *Literature Cited*: List all references cited in the body of the proposal, using the citation format of the Wilson Journal of Ornithology. The literature cited section does not count as part of the proposal page limit.
  - G. *Figures and tables*: Use as needed to clarify the text but try to minimize figures and tables to one page. The figures and tables do not count against the three-page limit.
3. Curriculum vitae

- A. A curriculum vitae (maximum two pages) containing information about your education, employment history (if relevant), papers and posters presented at meetings, and publications.
- 4. One letter of recommendation
  - A. Request one letter of recommendation from your advisor or individuals who are familiar with your research abilities. You should send your advisor the following link (<https://forms.gle/AUGva8kRyFPDk4qm9>) where they will submit a pdf copy of your letter of recommendation. Grant applicants and recommenders are responsible for making sure that the letter is submitted via the electronic link above. Those providing letters will be informed of receipt by e-mail. The chair of the research awards committee will not ask for letters from the references listed on the application form. **If the letter is not received, the application will be considered incomplete and will not be reviewed.**

### Assistance for International Applicants

The Wilson Ornithological Society aims to encourage and assist applicants whose first language is not English. Applicants whose first language is not English may choose to forward a copy of their proposal in their first language if they think it is needed to clarify the content. Applicants choosing this option must submit all Wilson Ornithological Society research application materials in English on the google form, and at the same time email a single copy of their proposal in their first language to [reichartlm@unk.edu](mailto:reichartlm@unk.edu).

### Submission

Inquiries regarding proposals or proposal submission process should contact:

Dr. Letty Reichart

Email: [reichartlm@unk.edu](mailto:reichartlm@unk.edu)

Phone: (308) 627-8158

Student Travel Awards, which provide funds for students to attend the annual meeting, involve separate application procedures, evaluated by a different committee. The Wilson Ornithological Society also gives awards for student presentations at the annual meeting.

### Award Application Checklist

	Fill out Google Form ( <a href="https://forms.gle/gNyAwRpuYvxzXD9V9">https://forms.gle/gNyAwRpuYvxzXD9V9</a> )
	PDF of Proposal
	Body of proposal (Abstract, Introduction, Methods) – maximum 3pgs, 12pt, double spaced
	Budget
	References
	Figures & Tables
	PDF Curriculum Vitae
	PDF Letter of Recommendation submitted by recommender ( <a href="https://forms.gle/AUGva8kRyFPDk4qm9">https://forms.gle/AUGva8kRyFPDk4qm9</a> )