

Neukom Institute Fellowships
AY 2008-2009

GUIDELINES FOR STUDENTS:

Fellowships size and duration:

Awards may range from \$500 to \$1,000 and must be completed within one term or one year (depending on request) unless an extension is requested in writing and granted by the Institute Director. The Institute reserves the right to make no awards if it is deemed no proposals meet the Fellowships Working Group's opinion of appropriateness.

Focus of submissions:

The focus of all proposals must be consistent with the mission of the Institute and/or directly related to current activities or programs of the Institute. Funding may be used to: seed new, or assist continuation of on-going, research including travel and supplies but excluding the purchase of computer equipment (on-going research must show current funding, focus and purpose of research, why additional funding is being sought and expected outcome); develop new program or specific course; invite guest lecturer; develop or purchase specific teaching aid(s) or material(s).

Eligibility:

Fellowships are open to all full-time Dartmouth students including the undergraduate, graduate and the professional schools. Collaborators may be from Dartmouth or outside the campus and may include undergraduate and graduate students, junior faculty and independent scholars. Funds may not be used to compensate students or collaborators. Preference may be given to students who have not received funding from any other Dartmouth source within the past three (3) years.

Faculty advisor:

All student projects require a faculty sponsor who must review, approve and sign the proposal prior to submission.

Budget Responsibility: Student award recipient is responsible for budget and account oversight and all activities must conform to approved budget unless variance is requested and approved in writing; overages will be sole responsibility of the student award recipient and not the Institute; any unused funds will revert to the Institute.

Account management: Student award recipient has sole responsibility but must be coordinated through the Institute including notification of all expenditures and documentation/receipts for same must be provided to the Institute.

Fellowships completion: Fellowship will be considered complete and eligibility for future possible funding is contingent upon all of the following:

1) Colloquium/seminar presentation: Student award recipient will present results at an on-campus colloquium or seminar that is supported by the Institute or student award recipient's home department (except if funds are used for visiting speaker/lecturer),

2) Working Papers and Publications: all fellowships must produce a working paper that is supplied by the student award recipient to the Institute Director and will be posted to the Institute's web site; all working papers and/or publications must acknowledge the William H. Neukom 1964 Institute for Computational Science,

3) Reporting: Student award recipient must provide to the Institute Director a project report and financial summary within 60 days of the end of the fellowship period.

APPLICATION:

Please submit the following as one PDF file to neukom.institute@dartmouth.edu:

- 1) 1 to 2 page statement of objectives and rationales for achievement
- 2) Detailed budget
- 3) CV(s) of student applicant and collaborators(s)/participant(s)
- 4) Schedule of planned activities, research, proposed event/speakers/participants with milestones for monitoring progress