SPARC
Support Program for Advancing Research and Collaboration
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Doctoral Candidate Program
Goals of SPARC?

• Assist student with the costs associated with completing their dissertation research.

• Introduce students to the grant proposal process from preparation and submission through review and funding.
Who is eligible to receive a graduate SPARC award?

Doctoral student:

• in good standing and planning to advance to candidacy by the next semester
• who has advanced to candidacy
• conducting research directly related to the dissertation
Preparing a SPARC proposal

Application requirements:

- Abstract
- Project Description
- Budget
- Budget Narrative
- Biosketch
- Letter of Support from Advisor or Department Chair
Preparing a SPARC proposal (cont.)

• Download all forms first and create a plan for the proposal and contact your advisor.

• Follow all application and formatting guidelines
  o Answer questions provided to develop the project description.
  o Use guidelines for length, font, and correct document type
  o Use templates for budget, budget narrative, and biosketch.
Budget and Budget Narrative

• List your reasonable expenditures and costs.
• Consider everything; talk through your project with other students and your advisor
• Unanticipated costs arise so think it through
  o Travel to schools
  o Reimbursement to schools
  o Software licenses
  o Audio recorders or video equipment
  o Illustrator costs for stimuli
  o Workshop participation
Biosketch

• NSF format

• Geared for a faculty member, but fill out what is relevant to you
  o Honors, awards
  o Positions: graduate student assistantships; other research positions.
  o Publications: papers under review; in press
  o Conference papers

• Proofread!
Letter of Support

• To be completed by advisor or department chair
• Should indicate support for proposed project
• Should confirm candidacy or indicate approximate date by which applicant will advance to candidacy
SPARC Grant Review Process

• All applications are screened prior to review to ensure each application is complete and all requirements have been met.

• Three faculty members, representing each of the departments, independently review and evaluate applications using a review form.
SPARC Grant Review Process (cont.)

• All applications are scored on how well the applicant answers the questions stated in the project description guidelines.

• Significance and Research Plan sections of the project description are scored on a 1 (poor) to 7 (excellent) scale.

• The proposal is also given a summary score indicating if it is recommended for funding.
SPARC Grant Review Process (cont.)

- Committee decision and feedback is provided to the Associate Dean, who prepares the award letters.
- If revisions are required, students may resubmit and the resubmission is reviewed by the Associate Dean and/or selected members of the review committee.
- Awardee Process – grant award letter is issued and funds are distributed directly into the student account.
Questions?

- **SPARC Website**
- Contact COE Research coe_sparc@umd.edu with any questions
- Good luck and happy writing!