

# Call for Proposals

## Federal Work-Study Undergraduate Research Assistantship Program 2021-2022 Academic Year

***Proposal Deadline – August 30, 2021***

The Center for Undergraduate Research Experiences (CURE) is soliciting proposals from faculty for undergraduate research assistantships. Once approved by CURE, these jobs will be posted for students who hold federal work-study (FWS) awards.

After students apply, individual faculty will review applications and select an undergraduate research assistant. The primary round of job position proposals must be submitted by **August 30, 2021** to ensure postings as classes begin and *when most students are seeking their FWS positions*. During 2021-2022, there may be subsequent calls for assistantship job postings based upon FWS funding availability.

### **Guidelines for FWS Assistantship positions**

For the academic year a student may hold either an undergraduate grant award or the work-study position but not both. The only exception is for a senior graduating in December who may hold both a one-semester grant award and a one-semester work-study research assistantship position.

Create a position that is on-campus and has the option to support remote work as needed.

The availability of federal work-study funds for undergraduate research enables Pace:

- to involve more students in research
- to introduce research earlier in a student's college years, since entering freshman will be eligible along with all other full-time undergraduate students
- to help ensure greater inclusion and diversity among student researchers
- to provide an opportunity for faculty members to obtain support for their research and enhance opportunities for student-faculty collaboration on academic projects

If a student has work-study dollars to earn, this initiative seeks to fulfill the intent of "work-study" by offering jobs directly related to research, field-related learning, and artistic/creative inquiry. The student assistantship also is designed to provide faculty with research support.

Anticipating average student work-study awards of \$2,500, a faculty member should estimate a student will work 5-8 hours weekly over the course of both semesters. In supervising the student, the faculty member must ensure the hours worked are distributed on a weekly basis to provide a regular paycheck distributed over the academic year September 20, 2021 - May 14, 2022.

If you have questions about the grant awards or work-study positions, contact Maria Iacullo-Bird, Ph.D., Assistant Provost for Research at [miacullobird@pace.edu](mailto:miacullobird@pace.edu).

**Federal Work-Study Undergraduate Research Assistantship Program  
2021-2022 Academic Year**

***Proposal Deadline – August 30, 2021***

---

Faculty Name: \_\_\_\_\_ Campus: \_\_\_\_\_

E-mail: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Department: \_\_\_\_\_

Rank: \_\_\_\_\_ Department Chair: \_\_\_\_\_

Proposed project title: \_\_\_\_\_

---

---

---

Project description: \_\_\_\_\_

---

---

---

---

---

---

Responsibilities/duties of undergraduate research assistant: \_\_\_\_\_

---

---

---

---

---

---

Student skills/qualifications: \_\_\_\_\_

---

---

---

---

---

---

Learning goals and research outcomes for student: \_\_\_\_\_

---

---

---

---

---

---

Describe how the faculty member will mentor this student: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Describe how the departmental will offer a supportive learning environment: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How will this project benefit the faculty member: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How will this project benefit the student: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How will this project benefit the field, and/or department, and university:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

---

Faculty Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Department Chair Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please Submit Completed Application to Norma Quiridumbay at [nquiridumbay@pace.edu](mailto:nquiridumbay@pace.edu)**

***Proposal Deadline – August 30, 2021***