

# IPM GRADUATE RESEARCH GRANTS

The Integrative Pharmaceutical Medicine Graduate Program (IPM) provides opportunities for NEOMED students to fund the research they are conducting under the supervision of a faculty mentor. **These small research grants are open to both Master's and doctoral degree-seeking students in the IPM program.** The goal of the grant is to encourage competition, creativity and initiative by providing funds for laboratory supplies, equipment, or other research-related materials that will enable students to either a) expand upon their current work, b) collect pilot data for new projects, or c) develop new techniques.

## IPM Research Grant at a Glance:

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- \$2,000 award
  - Two grants awarded each year
  - 5 page research proposal
  - Any IPM Master's or PhD student in good standing\* can apply
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## AWARD USES

**Award is meant to be used for project and research-related expenses conducted by the applicant in support of his/her dissertation, thesis, or other graduate student project.**

Award may be used for equipment to collect or analyze data, software such as statistical packages and programs, consumable items such as reagents or media, and similar items that would fall in the general category of necessary supplies or equipment.

All technology and equipment purchased with this grant belongs to the funding body (IPM program) or the department of study, and will be maintained by said entity at the end of the project duration, when appropriate. These stipulations will be indicated in the award letter and applied on a per-case basis at the discretion of the Research Award Committee.

## APPLICATION DEADLINE

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**2014-2015 Academic Year Deadlines:** Application due on January 12, 2015.  
Send completed application (Signature page and Proposal document) to Denise Inman, IPM Director, [dinman@neomed.edu](mailto:dinman@neomed.edu)

## ELIGIBILITY

IPM Graduate Research Grants are open to all degree-seeking IPM graduate students in good standing.\* Students must have a laboratory in which to pursue their thesis work and have a

faculty research advisor. Applicant's advisor must have Graduate Faculty advising status in the College of Graduate Studies.

\*Good Standing: A student in good standing has a 3.0 GPA and is making progress through the program as judged by the student's advisor.

## HOW TO APPLY

The student's first step should be to discuss the research idea with his/her faculty advisor who will supervise the project and provide guidance in the generation of a research proposal. The student should then a) complete the **application** for the graduate student grant and b) generate a proposal that addresses all of the elements indicated in the following instructions. The application is a fillable pdf form that requests specific information about the applicant and must be signed by both applicant and applicant's advisor. At the end of the grant period, awardee will complete a progress report. **The research proposal must be written by the student.**

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## PROPOSAL INSTRUCTIONS

**Proposal**, including the six elements listed below, **should not exceed 5 pages**, excluding References

1. **Specific aims.** A concise description of the general area of study and a well-defined hypothesis for the applicant's planned project.
2. **Background and significance.** Briefly evaluate the background research that has led to this proposal, where the current state of the research in this area stands today, and identify gaps that your project will fill. Cite references and include a reference list at the end of the proposal.
3. **Research Design.** Describe the methods and techniques you will use to address the research questions. If developing a new technique, discuss how you will go about learning/being trained in this skill.
4. **Project goals and outcomes.** Describe the goals and desired outcomes of your project in both the immediate sense (what you will actually accomplish) and long-term (what your work could ultimately lead to down the road). Indicate whether you plan to submit a professional manuscript, poster, or presentation from this project. Include a time line for the work, and a paragraph about future experiments/directions. In addition, the application should detail potential problems that the applicant may encounter and alternative approaches to alleviate these concerns.

5. **Budget.** Prepare an itemized budget that indicates the specific supplies, equipment or services needed to complete the project, where the items will be obtained, and their respective cost.
6. **Impact.** Describe the impact this grant will have on your research and your field. How will this project lead to, for example, a novel therapeutic, a new avenue of research, a new approach or tool?

**Progress report.** To be completed at the end of the grant period. Submit a progress report, approved by the faculty mentor, to the IPM program. The report should detail the outcomes of the project. The guidelines for the final progress report are as follows:

- Detailed listing of unique project findings over the course of the funding period.
- Detailed listing of how expenses were used.
- Outcome of project findings: Manuscripts generated, poster/oral presentations, conferences attended, data seminars, etc.
- Potential problems, hurdles overcome

## GUIDELINES

- Grants are awarded for the specific project proposed in the application.
- The student research on the project must be supervised by a faculty advisor who has a graduate faculty appointment with advising status in the College of Graduate Studies. By endorsing a student's application, the faculty mentor agrees that he/she will ensure that the student will complete the work on his/her project for the duration of the grant and that the proposed research work will be performed in compliance with institutional policies, procedures, and requirements. Unendorsed student applications will not be considered.
- Students can apply for, and receive, the IPM Graduate Research grant multiple times.
- A grant cannot be used to support already completed research projects, or projects for which the student has already received funding.
- A grant cannot be used to support conference travel—the IPM program has a separate funding mechanism for travel expenses related to conference attendance.
- The Graduate Research Grant is competitive and is reviewed by a committee of basic science faculty.
- Applicant's advisor must have active representation in the IPM program.

## GRANT INFORMATION

- All graduate student grants are distributed through the NEOMED IPM program. The grant money will be disbursed by assignment of a designated index. Student is encouraged to keep a spreadsheet of expenditures to ensure good budget adherence.
- Purchases using grant funds can occur using faculty or departmental PCARD, with the assigned index designated as part of the PCARD reconciliation.
- Grant recipients must present their research results at a public forum. Acceptable forums include the Integrated Medical Sciences seminar series, the Pharmaceutical Sciences

seminar series, the Anatomy & Neurobiology seminar series, a Work-in-Progress meeting, or similar.

- The Progress Report should be submitted to the IPM Program Director by one month after the grant completion date. Students who fail to submit a final progress report will be ineligible for further IPM Graduate Research Awards.
- The maximum allotment for Research Award will be up to \$2,000 toward a student's eligible, incurred research expenses. The actual award amount is determined by the Research Award Committee as part of the application approval process.
- Misrepresentation of the IPM Funding Form may result in forfeit of IPM award.

## APPLICATION PROCESS

The completed application and funding proposal are due January 12, 2015. **Late applications shall not be accepted.** Submissions are initially reviewed by the IPM Advisory Committee and decisions on funding will be made by a multidisciplinary committee of basic science faculty appointed and chaired by the IPM Program Director. In evaluating proposals, the committee shall consider the following: **feasibility of proposed research, coherence of research plan, and impact on student progress.**

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## AWARD NOTIFICATION

The committee will begin reviewing applications at the close of the submission deadline. Applicants will receive email notification up to four weeks following the deadline indicating whether or not their proposals were successful and a copy of the rubric with the evaluators' comments. Email notifications will include the amount awarded, how the award will be disbursed, and any other stipulations imposed by the committee. The Research Award Committee reserves the right to allocate the awards as it sees most fit for the application pool, including partial funding or a maximum award of \$2,000. The award amount can only be used for items indicated in the budget of the approved application. Any changes must be adequately justified and included at the time of the receipt submission. Changes are at the discretion of the IPM Program Director.

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## PROGRAM SUPPORT

Support for this program is provided by the IPM Graduate Program and the College of Graduate Studies at Northeast Ohio Medical University.

## CONTACT

For questions about the program, please contact the IPM Program Director, Dr. Denise Inman at [dinman@neomed.edu](mailto:dinman@neomed.edu)