

2022 Summer Undergraduate Research Program Mentor Application

Please complete this application for the 2022 Summer Undergraduate Research Program by 11:59PM Pacific Time on April 8, 2022. Only one application is accepted per SDSU mentor and you must use your SDSU email address. Information on this program is available at research.sdsu.edu/undergrad/surp.

There are two Q&A zoom session, check the website for the link:
10-11 AM Monday, March 21, 2022
10-11 AM Tuesday, March 22, 2022

Please contact Dr. Alicia Kinoshita, Director of Undergraduate Research and Creative Activities (dri-undergradresearch@sdsu.edu), if you have questions or would like additional information.

There are 3 sections of this application:
[1] SDSU mentor information
[2] Project information (title, application type, abstract, student selection, budget)
[3] Project description (upload PDF)

The name, email, and photo associated with your Google account will be recorded when you upload files and submit this form

* Required

[1] SDSU Mentor Information

SDSU faculty, research professors, and lecturers with student mentoring experience who are engaged in research, scholarship, creative, and performance activities can apply. Please provide information for the SDSU mentor who will have primary responsibility for supervising and mentoring the student (an additional mentor can be included later in the application).

SDSU mentor first name *

Your answer

SDSU mentor last name *

Your answer

SDSU mentor title *

Please explain, if "other."

- Assistant Professor
- Associate Professor
- Full Professor
- Research Faculty
- Lecturer
- Other: _____

SDSU mentor's college *

Choose

SDSU mentor's department *

Your answer

Will the student have a co-mentor? *

- Yes
- No
- Other: _____

Co-mentor information

Please provide the following information regarding the co-mentor.

Co-mentor first and last name *

Your answer

Co-mentor SDSU email address *

Your answer

Co-mentor title *

Please explain, if "other."

- Assistant Professor
- Associate Professor
- Full Professor
- Research Faculty
- Post-doc
- Doctoral student
- Master's student
- Other: _____

[2] Project information

Project title *

Your answer

Project abstract *

A non-technical abstract (2000 character limit) of the proposed work for the student. This should be understandable to an educated reader, who is not an expert in your field. This abstract should include an overview of the central theme of the work, specific details about the undergraduate student(s) roles and student learning objectives, and your mentoring activities. If you are applying for SURP-match, we will share this project description with the SURP-match applicants, who will select their top three project choices.

Your answer

Application Type *

Select the type of application you are submitting. 1) One undergraduate mentee: Apply under this option to mentor one student that you will identify. For example, you may have a student currently working with you or intend to recruit a specific student. If the mentor application is recommended for funding, the faculty mentor must provide the student's information when confirming the award. 2) One SURP-match undergraduate mentee: Apply under this option, and the program will facilitate a mentee match. Mentors participating in the SURP-match program will have access to a pool of students. If the application is recommended for funding, the faculty mentor must confirm the selection of a student from the SURP-match pool upon accepting the award. 3) Two undergraduate mentees (one undergraduate mentee + one SURP-match undergraduate mentee): Apply under this option if you want to mentor two students. The faculty can identify one undergraduate student from their current research group/recruit a specific student and must select an additional student from the SURP-match pool. Mentors participating in this application type will have access to a pool of students from the SURP-match program. If the application is recommended for funding, the faculty mentor must provide the students' information upon accepting the award, where one student must be identified from SURP-match. 4) Two SURP-match undergraduate mentees: Apply under this option, and the program will facilitate two mentee matches. Mentors participating in the SURP-match program will have access to a pool of students. If the application is recommended for funding, the faculty mentor must confirm the selection of two students from the SURP-match pool upon accepting the award.

- One undergraduate mentee (I have or will recruit a student, you can also opt to view the SURP-match pool in the next question)
- One SURP-match undergraduate mentee (I do not have a student and I will identify a student from the SURP-match pool)
- Two undergraduate mentees (I have or will recruit a student + I will mentor a student through SURP-match)
- Two SURP-match undergraduate mentees (I will select 2 students to mentor through SURP-match)

Do you want us to make your project abstract available to SURP-match applicants so that you can select a student(s) to mentor if your proposal is selected for this program? *

- Yes
- No

Total requested budget (enter a whole number without "\$" or commas) *

The maximum request is \$3,500 per student. Note that SURP-match applications can request up to \$7,000.

Your answer

Total student salary (enter a whole number without "\$" or commas) *

A minimum of \$3,000 for student salary. Students must be appointed for least 20 hrs/week and compensated at a rate of \$17 per hour. The 2022 SURP is supported by state funds. Please (1) do not include fringe in your student salary calculations and (2) check with your department or college resource manager if you need clarification when developing your student budget.

Your answer

Total material, supplies, or travel (enter a whole number without "\$" or commas) *

Maximum of \$500 for supplies or materials related to the project. Student travel to conduct survey research or related activities and registration and travel for conferences will not be supported. Also, computers, software, major equipment, or furniture will not be supported.

Your answer

[3] Project description

The page limit for the Project Description is 3 pages, including budget and timeline. The project description should follow the following:

Mentorship and training plan: Provide a detailed description of your application type, student(s) role, training, and mentorship plan to engage student mentees in an intentional and meaningful experience in undergraduate research, scholarship, creative, and performance activities. Include specific elements of training you plan to provide (i.e. specific technical skills, communication skills, analysis or visualization of data, production design, archival research, as well as professional development and training) and skills the student is expected to have to ensure successful completion of the project. Include strategies to mentor and encourage student engagement and interaction.

Planned activities: Describe specific research, scholarship, creative, and performance activities-related objectives and student roles/tasks you have planned for your mentee(s) during this program under your mentorship. Describe the role of the undergraduate student(s) on the project (What specific skills will be gained by participating in this project?) and how are those skills connected to the student's professional/developmental trajectory.

Timeline: Provide a timeline of your proposed mentorship, training, project activities for your number mentee(s). You should also include deliverables and expenditures, which considers the minimum number of hours/week required by the program and budgeting constraints.

Budget: Provide a table of the total requested budget, breakdown of budget by salary and project materials (if any) by student, and brief budget justification.

The proposal should be written and submitted by the faculty mentor, which will be rated by the following evaluation rubric (100 points): https://research.sdsu.edu/undergrad/surp_rating_rubric_2022.pdf

Note that if you are selected for an award, funds will not be disbursed until you have completed a form confirming your award and indicating your student's/student's relevant hiring information.

Further, the student(s) will be required to complete mid-experience and final reports and you will be responsible for submitting your final reporting material.

Upload a PDF of your project description. *

Please title your submissions as: "CollegeAbbreviation_LastName.pdf", using the following abbreviations: CAL (College of Arts & Letters), Edu (College of Education), Eng (College of Engineering), HHS (College of Health & Human Services), PSFA (College of Professional Studies & Fine Arts), Sciences (College of Sciences), Business (Fowler College of Business), IVC (Imperial Valley Campus). The rubric for reviewing proposals is posted above and on the website for this program.

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