

## **MEMORANDUM**

**TO:** Graduate Students and Faculty: AMDT, Food Science, HD Prevention Science, Human Nutrition  
**FROM:** Debbie Handy, HD Awards Committee Chair  
**DATE:** December 10, 2020

Three awards are available to support graduate research, the Edward Graff, Alberta Hill, and Margaret Hard. The application form, processes and details about the graduate student awards are attached. Graduate students in Apparel, Merchandising, Design & Textiles; Food Science; HD Prevention Science; and Human Nutrition programs may apply who are: (1) WSU graduate students in one of the identified programs in good standing, (2) at least one semester into the graduate program identified (at time of application), and (3) requesting funds to assist in the completion of an advisor approved research project that is integral to the completion of their theses/dissertations. Each of the awards has additional specific restrictions or requirements.

Interested students should discuss the awards with their advisors before applying to ensure they meet the criteria. Applicants are encouraged to work collaboratively with their advisers to develop research proposals that describe projects integral to the completion of their theses/dissertations. Contact Debbie Handy at 509-335-2935, Johnson Tower 518 or email at [handy@wsu.edu](mailto:handy@wsu.edu) with questions.

An application form and research proposal will be submitted electronically to Debbie Handy [handy@wsu.edu](mailto:handy@wsu.edu), 509.335.2456 (fax) by **Friday, February 26, 2021**, at 5 PM. Applicants will receive confirmation that their applications have been received. If they do not receive confirmation, it is their responsibility to check to assure the documents arrived.

### **Award Descriptions**

#### **MARGARET M. HARD RESEARCH AWARD**

The Margaret Hard Research Award will be used to support research that is an integral component of the recipient's graduate studies program and which will be used in the preparation of his/her thesis or dissertation. *It cannot be used for tuition, living expenses, books, travel not directly related to completion of the research project, or costs of thesis or dissertation preparation.*

*Funds available for graduate students from eligible departments/programs (AMDT, Food Science, HD Prevention Science, and Human Nutrition) for 2021-2022 - \$700.00*

#### **ALBERTA HILL ACADEMIC EXCELLENCE AWARD**

The Alberta Hill Excellence Award shall be used to promote excellence in a named human sciences-related program offered by the College of Agricultural, Human and Natural Resource Sciences. The funds shall be available to support graduate students' research that is integral to the completion of their theses or dissertations. Preference will be given to proposals that take into consideration *intercultural and diversity issues and have a global perspective*. A stipulation of receiving the Alberta Hill Academic Excellence Award, is a requirement to present at Research Showcase, Prevention Science colloquium, or professional conference during the spring semester of the following year describing the results of the funded study. The presentation must clearly address the potential for global application of the research findings of the project.

*Funds available for graduate students from eligible department/program (AMDT, Food Science, HD Prevention Science, and Human Nutrition) for 2021-2022 - \$3,500.00*

#### **EDWARD E. GRAFF AWARD**

The Edward E. Graff Award was established at WSU in the late 1950's by the Edward E. Graff Estate. Edward E. Graff was formerly a farmer from Connell Washington who was committed to 4-H and youth. Income from the fund is used to assist WSU Human Development Prevention Science graduate students in completing graduate projects that are integral to the completion of their theses or dissertations. The award shall be used to support research that is *related to youth development (youth defined as children ages birth through college aged)*. Research may involve youth alone, youth and families, youth and communities, etc.

*Funds available for HD Prevention Science graduate students for 2021-2022 - \$1,600.00*

**WSU DEPARTMENT OF HUMAN DEVELOPMENT  
GRADUATE AWARDS APPLICATION POLICIES AND PROCEDURES**

**Funded Items**

Awards are to be utilized to directly support the completion of research projects. In past years funds have been used to pay for such things as video equipment, project travel, payment of incentives to survey participants, long distance phone calls/postage for surveys/interviews, payment for statistical analysis, computer software, training, etc.

**Procedures**

1. Submit your proposal and supporting materials (*electronically as an email attachment*) to Debbie Handy, Department of Human Development, Johnson Tower 518, [handy@wsu.edu](mailto:handy@wsu.edu) 509.335.2456 (fax). *Essential materials are:* completed application form (attached), double spaced research project mini proposal (see required components below), references, project timeline, budget and budget narrative, and one letter of reference provided by your faculty research project advisor.
2. Closing date for receipt of complete applications: **Friday, February 26, 2021**, by 5 PM.
3. The selection committee is made up of the Department of Human Development Awards Committee (faculty and staff) and faculty and staff from the qualified departments.
4. The committee reviews the applications and makes its selections by early April. The final recommendations are also reviewed and approved by the Human Development Department Chair.
5. Applicants will be notified in writing in early May regarding award receipts.
6. The awards will be disbursed to the student in two equal payments at the beginning of the subsequent fall and spring semesters the student is enrolled.

**The Proposal Components and Selection Criteria**

Submit the attached application form and a mini proposal of no more than three pages (plus project timeline, budget, references, and supporting letter) that clearly delineates the following. Applicants may ask to be considered for more than one award.

| <i>Proposal Criteria &amp; Rating Rubric</i>  | <i>Evaluation</i> |
|---|-------------------|
| <b><i>Alignment with Award Goals:</i></b> Does the application address the objectives of the fund(s)? (Hill/intercultural & global; Hard/open; GRAFF/youth). (If no; not considered.)   | YES NO            |
| <b><i>Need/Justification:</i></b> How well is the project need described and what is its importance/relevance to the discipline?  | 25 points         |
| <b><i>Goals/Objectives:</i></b> How clear are the goals/objectives and are they appropriate for the project?  | 20 points         |
| <b><i>Research Plan:</i></b> Is the approach/methodology to be utilized to implement the research well described, matching the objectives, and valid? What is the overall soundness of the proposed approach? Does it demonstrate creativity?   | 20 points         |
| <b><i>Timeline:</i></b> Is the timeline viable? Is enough detail provided to assess how the project will progress?  | 5 points          |
| <b><i>Budget:</i></b> Is the budget clear, appropriate; to what extent will the award fund the project?<br>Provided: <ul style="list-style-type: none"> <li>○ Budget chart specifying costs</li> <li>○ Budget narrative explaining each project expense</li> <li>○ Explanation of any other funding sources received to help fund project</li> <li>○ Explanation of how essential receiving an award is to completion of project</li> </ul> | 20 points         |
| <b><i>Recommendation:</i></b> Is there a strong supporting letter from student's research project advisor?  | 10 points         |

Apparel, Merchandising, Design and Textiles  
Food Science  
HD Prevention Science  
Human Nutrition

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1. Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Phone: ( ) \_\_\_\_\_  
Email: \_\_\_\_\_
2. Local address: \_\_\_\_\_  
\_\_\_\_\_  
(street, city, state, zip)
3. Address after May 15, 2021 if different from above:  
\_\_\_\_\_  
\_\_\_\_\_
4. WSU I.D. #: \_\_\_\_\_
5. Date admitted to WSU Graduate School: \_\_\_\_\_
6. Department & Graduate Degree Pursuing: \_\_\_\_\_
7. Applicant's WSU Research Project Advisor: \_\_\_\_\_
8. Research Project Advisor email: \_\_\_\_\_
9. Identify which of the awards are appropriate for this project:
- Hard
  - Hill
  - Graff