I. BACKGROUND
The Alaska IDeA Network of Biomedical Research Excellence (INBRE) is supported by a grant from the National Institutes of Health. The primary objective of Alaska INBRE Graduate Research Assistantship program is to provide support for projects in the biomedical sciences with mentorship from UAF, UAA, or UAS faculty involved in biomedical research. Graduate students funded through this program will gain valuable experience in designing, conducting and reporting biomedical research and training in scientific method, scientific writing, and preparation of theses, manuscripts, reports, and presentations. Ten (10) Graduate Research Assistantships will be awarded each academic year.

II. ELIGIBILITY
Applicants must be full-time graduate students currently enrolled in Ph.D. or Master’s Degree programs at UAF, UAA, or UAS in good academic standing (min. 3.0 GPA). Applicants are expected to have formed a graduate advisory committee and filed a graduate study plan. If they have not done so yet, they must explain the reason (e.g. new student status).

III. AMOUNT, DURATION & EXPECTATION OF AWARD:
Graduate Research Assistants (GRAs) may receive up to 12 months of award payments, tuition support (up to 9 credit hours per semester) for the fall and spring academic semesters, and graduate student health care insurance. The award is for 20 hours a week in the fall and spring and 40 hours a week in the summer. Pay will be provided at the appropriate research assistantship level for the applicant’s degree status.

To maintain an active award, all of the following criteria must be met:
- Full-time enrollment in graduate program at UA throughout the payment period;
- Academic good-standing: RAs are required to maintain good academic standing (3.0 GPA) throughout fall and spring semesters of the award year or support will be terminated. Proof of grades must be provided to inbre@alaska.edu. Fall grades are due January 15. Spring grades are due May 15.
- Provide three reports of research progress that will be reviewed by the INBRE Management Advisory Committee for academic and scientific progress. Reports are due January 15 for fall work; May 15 for spring work; and a final report will be due August 15 for summer work (details about report submission will be provided with award documents).
- RAs are also strongly encouraged to present their research at an on-campus seminar, an Alaska conference (UABRC, AAAS, or an INBRE event), and/or at a national professional meeting if appropriate and cite INBRE in their research presentations. See www.alaska.edu/inbre for instructions. Opportunities to apply for travel support are announced separately.

IV. APPLICATION INSTRUCTIONS:
A complete application will consist of a single PDF document, which includes all of the following sections:
Section 1: Application Face Page (page 1) and Application Project Summary Pages (pages 2 & 3)
All information must be provided, including faculty signature. The Project Summary should not be longer than 300 words and should cover all aspects of the research proposal including what you propose to do, how you propose to do it, and how you will measure results.

Section 2: Biographical Sketch – Limited to 5 pages See Graduate Research Assistantship Application Biographical Sketch Sample. Blank form is provided.

Section 3: Specific Aims* – Limited to 1 page (See specific instructions below)

Section 4: Research Strategy / Plan – Limited to no more than 4 pages to include the following sections:
Significance: Explain the importance of the problem or critical barrier to progress in the field that the proposed project addresses. Explain how the proposed project will improve scientific knowledge, technical capability, and/or clinical practice in one or more broad fields. Describe how the concepts, methods, technologies, treatments, services, or preventative interventions that drive this field will be changed if the proposed aims are achieved. If appropriate, explain the project’s potential to lead to a marketable product, process, or service.

Innovation: Explain how the application challenges and seeks to shift current research or clinical practice paradigms. Describe any novel theoretical concepts, approaches or methodologies, instrumentation or interventions to be developed or used, and any advantage over existing methodologies, instrumentation, or interventions. Explain any refinements, improvements, or new applications of theoretical concepts, approaches or methodologies, instrumentation, or interventions.

Approach: Start with a question(s) or hypothesis and list as specific aims what you are trying to do and your experimental approach to doing it. Describe the overall strategy, methodology, and analyses to be used to accomplish the specific aims of the project. Include how the data will be collected, analyzed, and interpreted. Discuss potential problems, alternative strategies, and benchmarks for success anticipated during the course of the project. Describe the strategy to establish feasibility. Provide a tentative sequence or timetable for the project.

*If a proposal has multiple Specific Aims, then the applicant may address Significance, Innovation, and Approach for each Specific Aim individually, or may address Significance, Innovation, and Approach for all of the Specific Aims collectively.

Section 5: Appendices – Include the following in the PDF application:
- One letter of reference from the faculty sponsor/mentor
- Graduate Study Plan (Scan signed plan if available) OR Detailed reason for currently not having a study plan and expected submission date of study plan
- References Cited (if applicable to your application)

SPECIFIC INSTRUCTIONS REQUIRED FOR SECTIONS 3-4

FORMAT REQUIREMENTS

♦Font: Use an Arial, Helvetica, Palatino Linotype, or Georgia typeface, a black font color, and a font size of 11 points or larger. (A Symbol font may be used to insert Greek letters or special characters; the font size requirement still applies.) Type density, including characters and spaces, must be no more than 15 characters per inch. Type may be no more than six lines per inch.

♦Paper Size and Page Margins: Use standard paper size (8 ½" x 11"). Use at least one-half inch margins (top, bottom, left, and right) for all pages. No information other than page numbers should appear in the margins, including the PI’s name.
SUBMISSION REQUIREMENTS

Applicants should prepare text documents using any word processing program and then convert those files to a single PDF document before submission via email to inbre@alaska.edu. PDF format is required. Save all files as follows: “student last name MAU campus Mod-15 GRA app.” Example: Smith UAS Mod-15 GRA App. If you have any questions regarding the file name or format, please contact Alaska INBRE Research Training Core Lead Barbara Taylor at betaylor@alaska.edu or Outreach and Evaluation Coordinator Paige Ruesch at ipgingrich@alaska.edu. All submissions will receive a notification of receipt by the end of the next business day.

V. REVIEW PROCEDURES

The INBRE Management Advisory Committee (MAC) will review the proposals. Applications will be evaluated with regard to the applicant’s academic standing, as well as the originality, organization, merit and experimental design of the research project. Ranking of candidates and recommendations will be submitted to the INBRE Director/PI and co-I. Announcement of assistantships will be made no later than April 17th.

Upon completion of the review process, each student will be provided with the committee critiques.

VI. AWARD CONDITIONS

Reports of research progress are due January 15th, May 1st, and August 15th, and shall include: A) Scientific progress; B) Faculty approval; C) A complete list of publications authored or co-authored (accepted, in preparation or submitted) and presentations (speaker or poster) at scientific conferences; D) Graduate Advisory Committee recommendations; and E) any outreach presented to the public, schools, or organizations about your research. All reporting will be submitted via the INBRE reporting database. All GRAs will be required to comply with NIH guidelines by obtaining an eRA Commons account (if you do not currently have one) and updating their personal profile. You will be asked to provide your eRA Commons Username/ID when reporting to INBRE.

Presentations (oral or poster) and publications must include the following acknowledgement and disclaimer:

“Research reported (on this poster/in this publication) was supported by an Institutional Development Award (IDeA) from the National Institute Of General Medical Sciences of the National Institutes of Health under Award Number P20GM103395. The content is solely the responsibility of the authors and does not necessarily represent the official views of the National Institutes of Health.”

All safety training required by graduate students at your University of Alaska campus must be completed in the first semester of work performed.

Failure to comply with award conditions will render students ineligible for further payments or to apply for any future INBRE funding.