**SBS Graduate Student Research**

**Fellowship Incentive Guidelines**

**Purpose:** The SBSGraduate Student Research Fellowship Incentive Program defines and determines eligibility to receive an incentive. By providing grant writing assistance (BMSC 6102) and incentivizing fellowship proposal submissions, we will increase the number of students applying for fellowship funding. Incentive payments are contingent on the availability of funds. If SBS experiences a change in circumstances, the Dean can amend this guideline.

**Research Fellowship Application Incentive:** Full time graduate students who are in good academic standing and who have had their fellowship application reviewed by their faculty mentor and the Associate Dean for Faculty and Educational Development prior to submission are eligible for this program. They must complete the Graduate Student Research Fellowship Incentive Program Application Form and submit it to the Dean’s Office. This is a one-time $300 incentive for submitting an extramural fellowship application.

***NOTE:*** *Because the purpose of the incentive award is to encourage students to draw new external funding of their own to UNTHSC, only fellowships on which the student is the principal investigator will be eligible for an incentive award (so fellowships given to the student through a Training Grant are not eligible)*

**Funding for the Fellowship Application Incentive:** The funding to support student application incentives will be provided by the student’s Faculty Mentor’s department. Departmental administrators will coordinate the payments.

**Dean’s Recognition Award Incentive Program:** Those applications that are successful and receive fellowship funding, are eligible for an additional Dean’s Recognition Award incentive of $1,000. This one-time award is funded through the SBS Dean’s Office. The student must provide a copy of the Notice of Award and complete a Request for Fellowship Supplement Funding Form. These funds are awarded at the annual SBS Awards Banquet, where the student is recognized for their achievement.

**Funding for the Award Incentive Program:** The funding for these once a year awards comes from the SBS Dean’s Office.

**Administrative Responsibility:** The Associate Dean for Faculty and Educational Development is responsible for administering the application process for both the Application Incentive Program and the Award Incentive Program.