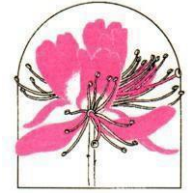




# Graduate Student Research Award New England Botanical Society Application Instructions



The New England Botanical Society offers awards of up to \$3,000 to graduate students to support botanical research. The awards encourage and support botanical research on the New England flora (plants, algae, and fungi), including support for field, lab, and herbarium work, as well as travel to and within New England by those who would not otherwise be able to work in the region.

Applicants do not need to be a member of our organization to apply for this award.

The awards are made to the graduate student(s) submitting the best research proposal dealing with systematic botany, plant ecology, genetics, plant conservation biology, or related fields pertaining to the New England flora. Publications based on the research funded through the award should acknowledge NEBS's support. Submission of manuscripts to the Society's journal, *Rhodora*, is strongly encouraged.

## Application Instructions

**The application period opens on December 1 and closes on February 1.**

Applicants will be notified as to the success of their proposals by March 1.

Students may submit their portion of the application (Part A) by emailing to the Graduate Student Research Awards [Committee Chair](#) OR through this [Google Form](#).

Letters of reference and support from the applicant's sponsors (Part B) must be sent separately and directly to the Graduate Student Research Awards [Committee Chair](#), preferably as a PDF. Letters must be signed and should be on official letterhead.

**Part A** – May be emailed as individual PDFs in a single email OR submitted as PDFs via Google Form.

- **Cover Sheet** listing the applicant's Name, Email, Institution, City, State, Title of the Research Proposal, and the names and email addresses of the two reference letter writers. (Note: On the Google Form these are short answer questions and not a PDF.)
- **Proposal** of no more than 3 double-spaced pages, written in a scientific format and with a clear hypothesis or research question. Include the Literature Cited with the proposal, but Literature Cited is not included in the 3-page count.

- **Budget with brief justification**, on a single page. Requests up to \$3000 will be considered. In your budget, please describe what funding and support you currently have for the proposed research. This information may be used to address whether there are sufficient funds to complete the proposed research, and it may also be used to assess financial need. The NEBS acknowledges that some research project proposals include non-traditional and/or intellectually higher-risk methodologies and/or ideas that may be challenging to obtain support for from other funding sources.
- **Permits & Permissions:** Your proposed list of field sites and evidence of permissions or permits received or pending. If appropriate, please use [this form](#).
- **Curriculum vitae (CV)**

**Part B** - Two reference letters in support of the proposed research. These reference letters should be sent via email directly by the writers to the Graduate Student Research Awards Committee Chair.

**Electronic submission to the GSRA Committee Chair is required.**

Dr. Caitlin McDonough MacKenzie

Email: [GSRA@rhodora.org](mailto:GSRA@rhodora.org)

If you have questions regarding eligibility, budget, and scope, please email the Committee Chair at [GSRA@rhodora.org](mailto:GSRA@rhodora.org).

**PLEASE NOTE:** Winners of awards amounting to \$600 or more will be required to submit IRS Form W-9 Request for Taxpayer Identification Number (provided by our treasurer) before award checks will be issued. In these cases, a Form 1099 will be issued the following January to the recipient reporting the amount as an award (as required by law). Awards will ONLY be paid to the student winners and NOT to any third party (such as colleges, universities, research institutions, employers, family members, etc.). For winners who are not United States residents, nonrefundable tax withholding of 30% will generally apply unless reduced or exempted by tax treaty.

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Upon accepting the award, recipients are required to submit an abstract describing the planned research in MS Word format for posting on the NEBS website.

**For a list of past winners and their project abstracts, please see the [Graduate Student Research Award](#) web page.**