



Student Undergraduate Research Fellowship (SURF) Project Proposal Narrative Outline

SURF Proposal Narrative Requirements: 5 pages double spaced

This outline is intended as a guide to ensure that the student addresses all components that will be evaluated by the reviewers. The final draft will vary by discipline and by student.

Significance (2 pages) – The purpose of this section is to explain why your research is important.

- Clearly describe the specific issue or problem your work will address.
- Describe the overall importance of this issue/problem and how it relates to your discipline.
- Explain and define your research question(s).
- State your outcomes.

Research Plan (2 pages) – The purpose of this section is to describe the methods you will use to develop your research and document its feasibility.

- State research method: [Qualitative or Quantitative research study](#) or Mixed Methods or other discipline specific design.
 - Identify your research study measures (if applicable). Research measures may include survey questions, laboratory tests and data, interview questions, or constructed situations.
- Implementation Plan
 - Describe how you will collect your data, the analysis you will conduct, and any perceived challenges.
 - If your research involves working with humans or animals, state your expected research compliance. Meet with Sponsored Programs Research Compliance Officer.
- Cost of Implementation
 - Briefly describe the costs of your research. This should align with your budget forms.
- Timeline
 - Provide a timeline for each step in your project including such actions as the development process, sample selection and assignment, data collection, data analysis.
- Final Product and Dissemination
 - Identify your outcomes and final product (research paper, poster presentation, etc.)
 - State your plans for sharing your final product
 - NOTE: One page abstract to ADHE and presentation of research at a state or national conference are required.

Resources (0.5-1 page) – The purpose of this section is to describe how you have access to the resources you will need to successfully complete this project.

- Describe your access to resources available at the University of Central Arkansas. Examples would include your mentor, lab space, archives, library resources, equipment, etc.
- Describe your plan for acquiring any resources that are not currently accessible, will require significant expenditures, and are necessary for the successful completion of the project (e.g., equipment, tools, test materials, primary documents, etc).

REMEMBER: Cite your sources, including data, figures, and language you borrowed. Use the style guide specific to the discipline.