

**REQUEST FOR PROPOSALS:
CURCA FUSE Program**

The Center for Undergraduate Research and Creative Activities (CURCA) is seeking proposals for its Faculty – Undergraduate Summer Engagement (FUSE) program to support undergraduate research and creative activities in all academic areas. The purpose of the FUSE program is to facilitate a research immersion experience for students during which they collaborate directly with a faculty mentor on a continual basis, as appropriate for the particular academic discipline. FUSE projects are often smaller portions of a larger research project and/or pilot projects for future research, making the program accessible to all disciplinary backgrounds. At UNG, undergraduate research is defined as “an inquiry or exploration conducted and disseminated by an undergraduate student that makes an intellectual or creative contribution to the discipline or to applied practice.”

FUSE seeks to support teams of faculty and students conducting focused and meaningful research, scholarly and creative activities from **June 2 – July 25, 2025**. Funded applications will offer a \$4000 faculty stipend, up to \$500 for materials, and the ability to hire a student researcher for 8 weeks at 40 hours a week (the required FUSE meetings count toward student work hours; student researchers must have a graduation date of December 2025 or after). Faculty may alternately hire two researchers at 20 hours each a week for 8 weeks.

To comply with hiring practices, the FUSE application is two-step. Faculty will first apply for funding without identifying any student collaborators. Faculty who are chosen to participate in FUSE will then work with the CURCA and Human Resource office to do a job search for their student researchers. Therefore, in addition to the traditional FUSE application, faculty will also include a brief position description for potential research assistants. Please note that only full-time faculty members are eligible.

The deadline for receipt of proposals is **Monday, February 10, 2025 by 11:59 pm**

in-person student workshops beginning on June 5 and continuing on the off-weeks until the final poster presentation on July 24.

If working with human participants and/or personal data, the faculty should be actively seeking an IRB approval/exemption at the time of submitting a FUSE application since the process can be lengthy. If awarded a FUSE grant, the IRB approval/exemption must be emailed to curca@ung.edu before purchases can be made and staff hired. (*Note that all FUSE applications may be reviewed by the Assistant Director for Research Integrity to confirm IRB requirements*)

As a condition of acceptance, Faculty and Students are required to:

1. Adhere to all Human Resources and Purchasing regulations.
2. Faculty are required to attend all group meetings, and students are required to attend all meetings in-person (group and student workshops).
3. Complete the FUSE 2025 survey within two weeks of the end of the FUSE 2025 program.
4. Must submit a post-award report summarizing the outcomes and products of the funded project within one year of the end of the FUSE 2025 program.
5. Present results at the UNG Annual Research Conference (ARC), another CURCA-sponsored event, or a disciplinary conference or event within one year of the award.

Applicants are encouraged to review the FUSE Rubric in order to learn more about creating successful proposals (located on [InfoReady](#)). Please email CURCA@ung.edu with any questions.

PROPOSAL FORMAT upload sections I-IV as separate files in InfoReady.

1. **Project Narrative** (3 pages max for elements below; please include references in footnotes. Format: Times New Roman 11-point font; 1 inch margins, single spaced. **Longer proposals will not be scored.** Please see rubric for more information and scoring formula.)

Project Description. Include a clear overview of your project, including methodology and originality. Since a faculty committee with diverse backgrounds will review proposals, the proposal narrative should be scholarly but accessible to people outside the particular field.

Significance. Include an explanation of how the proposed work fits into the broader research or creative field at the regional, national, and/or international level.

Long-term Contributions to UNG. Describe how your project will impact the undergraduate research culture at UNG. Evidence of positive impact includes using FUSE as a pilot project for future undergraduate research in the classroom, in a stand-alone lab, outreach activities, etc.

Plan for faculty-student collaboration and mentorship. Include a brief description of the expected schedule of student-faculty meetings or interactions during the program and how these will facilitate the progress of the project. Also include how the faculty member will mentor the student to maximize the chances of his or her success during the program and beyond. Faculty participation should result in projects that meet the scholarship expectations described in the departmental promotional and tenure guidelines.

Goals and expected products. Provide a brief description of the goals of the project or activity and the final product(s) expected at the end of the funding period. Examples of products include: presentations at local, regional, or national academic conferences, or to community or business partners; exhibition of the work produced; a publication; or a grant proposal.

If I am working with human participants and/or personal data, I am actively seeking an IRB approval/exemption. Before purchases can be made and staff hired, an IRB approval/exemption needs to be obtained.

I understand I am required to attend all group meetings in-person, and students are required to attend all meetings in-person (group and student workshops).

I will complete the FUSE mentor survey within two weeks of the end of FUSE.

I will submit a post-award report summarizing the outcomes of the project (typically one year post-grant). Failure to do so may affect future funding from CURCA.

FUSE 2025 Workshop (virtual):

Wednesday, January 29 at 12 pm via Zoom

We encourage faculty to attend the FUSE workshop to better prepare their applications.

Zoom link: go.ung.edu/curcazoomroom