



# GRADUATE STUDENT AWARD APPLICATION – WINTER 2027

This document contains a list of required application materials, information, and tools you can use to construct an effective application. Descriptions listed by individual award, as well as example review rubrics, can be found here: <https://biology.washington.edu/graduate-awards-fellowships>. The descriptions include information about each award's intended use, maximum funding amount, and funding restrictions.

**If you are applying for multiple award categories, please include a proposal for each category** (i.e., applications for research funding and conference funding will be reviewed independently.)

- Research Funding
- Conference Funding.

## APPLICATION REQUIREMENTS

- 1) **Basic, personal information** (online, on Google Form) – make sure to check only awards that apply to your research. If you are unsure whether your research fits into the funding restrictions/qualifies for an award, please contact Joyce Antonio, [joyceca@uw.edu](mailto:joyceca@uw.edu).
- 2) **Summary questions** (online, on Google Form): These are intended for administrative purposes and will not be thoroughly reviewed by the award review committee. Please include all required information in your proposal.
- 3) **Specific required information (PDF):**

All proposals should be formatted with 1" margins, 12 pt. font, Times New Roman, and be no less than single spaced. If you are applying for multiple award types, please include a proposal for each type.

- i. *If you are applying for research funding (including research-related travel)*, submit a proposal that includes:
  - 1) A **no more than two-page description of the research** you will be conducting (including figures, not references). **Review criteria:** How and why your research addresses an important problem? How will this award impact your progress toward your degree or career? Does the trainee have the appropriate training, mentorship, and tools to be successful?
  - 2) **No more than one-page of methods, budget, and budget justification** (including figures, not references). Make sure to check the specific grant you are applying to for the typical size of the awards. For research-related travel (ex., fieldwork or research-related lab visits/stays), include the location, dates, and purpose of your travel. The proposed budget and budget justification should include travel expenses and/or research supplies. (Remember to include such expenses as shipping costs and taxes.) For costs associated with travel, use the UW's travel rates, which can be found online: [www.washington.edu/admin/finserv/travel/](http://www.washington.edu/admin/finserv/travel/). Note that based on the



donors' intent, regular living expenses (everyday food expenses, rent for your personal apartment, etc. – except for travel-related lodging/package costs) cannot be supported. **Please do not budget for food in your travel research budget** – if it is part of a package for lodging, indicate so on your application. **Review criteria:** Are the methods, analysis, and budget reasonable and do they match the aims?

- 3) A list of references/cited literature (on a separate page: no page limit).
- ii. **If you are applying for conference funding.** include a **one-page** proposal that includes:
  - 1) A description of the work you will present and the proposed use of the funds. If this is for attendance at a workshop, please indicate so on your application. **Review criteria:** How and why your research addresses an important problem? How will this award impact your progress toward your degree or career? How and why the specific conference will contribute to your research, networking, and/or your progress toward your degree or career? If this is a conference, will you or do you intend to present, and if so, how (poster, talk, etc.)? If this is for a workshop, please detail the networking, training, skills development or research impacts that this will make on your progress toward your degree or career.
  - 2) A budget and budget justification. Same as above, **please do not budget for food in your travel budget** – if it is part of a package for lodging, indicate so on your application. **Review criteria:** Is your budget reasonable and matches the aims? Make sure to check the specific grant you are applying to for the typical size of the awards.
- 4) **Current CV (PDF):** Including all departmental awards and fellowships (award name, year, and amount) you have received to date
- 5) **Faculty Recommendation (online, Google Form questions):** Please direct your advisor and/or another UW faculty member (as applicable) to the following website to submit their answers in support of your application towards your award(s): <https://forms.gle/S5qicKLPfCJR9smk9>. Be sure to inform your faculty member of which award(s) you are submitting your application and how you plan to use your award, so that they can answer the questions on the Faculty Recommendation Form accurately.

Note that we no longer ask for a standard letter of support, but instead will ask for specific information, namely:

- i) How this award will support your progress towards your degree
- ii) How they have supported your work in the past (past RA/fellowship quarters), and how they intend to support your work going forward
- iii) If they support your pursuit of this award, noting any concerns

## INFORMATION ON AWARDS AMOUNTS AND REVIEW RUBRICS

As noted above, you will be asked to provide a budget table and budget justification if applying for research or conference funding. Each award on the website will show the maximum amount we have allocated towards a particular award. While it is not always possible to award every applicant during each cycle, the GPC review committees have historically tried to distribute the award funds amongst the top applicants. If you are making a request for a larger award, it might not be possible to be fully funded, but you can indicate prioritization of funding on your application. For reference, the average



research/conference award amount last Winter 2026 was \$3,439; the median amount was \$2,250; the lowest amount was \$1,070 and the highest amount was \$9,000.

## SUBMISSION INFORMATION

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COMPLETE THIS GOOGLE FORM: <https://forms.gle/5ftzFaH5jXvoUhni6>

Application materials should be submitted as a SINGLE DOCUMENT:

- Proposals should be formatted with 1" margins, 12 pt. font, Times New Roman, and be no less than single spaced.
- Files should be named with your last name and first initial (e.g. if your name is John Smith, you would name your file "SmithJ.pdf")
- Faculty Recommendations can be submitted directly by the faculty member via this online form: <https://forms.gle/S5qicKLPfCJR9smk9>

ALL application materials must be received by **Friday, January 29<sup>th</sup>, 2027 by 4:00 PM.**

**\*\*Late applications will not be accepted.**

## WINTER APPLICATION MATERIALS CHECKLIST

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### Submitted in this order via PDF to the Google Form:

- Proposal (*varying content depending on the award type*)
- Curriculum Vitae

### Other tasks:

- Faculty Recommendation from UW advisor and/or other UW faculty member (*sent directly to link above*)