SUMMER RESEARCH FELLOWSHIP PROGRAM
CLARK SCIENCE CENTER, SMITH COLLEGE
SUMMER 2020
TODAY

• WELCOME

• SCIENCE CENTER CONTACTS
  • HEATHER MCQUEEN, RESOURCE MANAGER, BURTON 115 (EMAIL ANYTIME SURF@SMITH.EDU) 413-585-3950

• SURF WWW.SCIENCE.SMITH.EDU/SURF

• TIMELINE

• APPLICATION

• FUNDING

• YOUR RESPONSIBILITIES

• Q&A
SURF PROGRAM

• 2019: 160 STUDENT PARTICIPANTS, WORKING WITH 70 ADVISORS!

• ALL SURF INFORMATION AND APPLICATION
  • WWW.SCIENCE.SMITH.EDU/SURF (OR SEARCH SMITH SURF)
IMPORTANT DATES-SURF 2020

• **DECEMBER 2, 2019** – APPLICATION OPENS
• **FEBRUARY 7, 2020** – APPLICATION DUE
• ~**FEBRUARY 20** – MOST STUDENTS NOTIFIED OF AWARD STATUS
• **APRIL 6** – AWARD ACCEPTANCE DEADLINE
• ~**APRIL 15** -SUMMER HOUSING APPLICATIONS OPENED BY RES LIFE
• **MAY 11** – EARLIEST POSSIBLE SURF START DATE
• **MAY 26-JULY 31**- STANDARD 10 WEEK SURF PERIOD
• **AUGUST 28** – LAST POSSIBLE SURF DATE
BEFORE YOU APPLY

• TALK WITH THE FACULTY THAT YOU WOULD LIKE TO BE YOUR SURF ADVISOR
  • CONFIRM THAT THEY WILL BE WORKING WITH SURF STUDENTS
  • PROJECT PARTICULARS, SUPPLIES, SAFETY, FIELD WORK
  • TIMELINE/SCHEDULES

• READ ALL OF THE INSTRUCTIONS AND DEADLINES
  • WWW.SCIENCE.SMITH.EDU/SURF
  • VIEW APPLICATION QUESTIONS
  • GUIDELINES AND ADVICE FOR YOUR PROPOSAL
BEFORE YOU ACCEPT

• TALK WITH YOUR SURF ADVISOR
  • PROJECT PARTICULARS, SUPPLIES, SAFETY, FIELD WORK
  • TIMELINE/SCHEDULES – VERY IMPORTANT TO ARRANGE HOUSING AND TRAVEL

• READ ALL OF THE INSTRUCTIONS THAT COME WITH THE AWARD
SMITH SURF ELIGIBILITY

- SMITH COLLEGE UNDERGRADUATE STUDENTS
- SMITH GRAD STUDENTS IN BIOLOGICAL SCIENCES
- SMITH POST BACCS IN MATH
- WORKING WITH SMITH COLLEGE SCIENCE FACULTY, LECTURER, INSTRUCTOR AS THEIR PRIMARY ADVISOR
- ENROLLED AS A STUDENT SPRING 2020 (HOUSING)
APPLICATION

• YOUR BASIC INFORMATION

• THE RESEARCH PROJECT
  • YOUR GREAT IDEA
  • YOUR ADVISOR’S GREAT IDEA
  • EITHER WAY: GREAT EXPERIENCE AND BASE FOR FUTURE WORK

• TITLE (SUMMARIZES THE PROJECT)

• DESCRIPTION (DOES NOT NEED TO BE A FORMAL ABSTRACT)

• WHY THIS PROJECT?

• WHAT DO YOU HOPE TO LEARN?

• HOW SURF FITS YOUR BIGGER PLANS?
APPLICATION PROCESS

• SURF PROGRAM COLLECTS APPLICATIONS
• SHORTLY AFTER THE FEBRUARY 7 DEADLINE, SURF DISTRIBUTES APPLICATIONS TO DEPARTMENTS
• DEPARTMENTS DETERMINE WHERE TO FIT APPLICANTS INTO AVAILABLE FUNDING SLOTS
• DEPARTMENTS DETERMINE DECLINED/WAITLISTED STUDENTS IF ANY
• DEPARTMENTS COMMUNICATE DECISIONS TO SURF
• SURF SENDS NOTICE TO STUDENTS OF AWARD STATUS
STIPEND FUNDING SOURCES

• SCIENCE CENTER OPERATING BUDGET
• DEPARTMENT ENDOWED FUNDS
• EXTERNAL GRANTS MADE TO FACULTY
• INTERNAL GRANTS MADE TO FACULTY
• OTHER COLLEGE OPERATING BUDGETS/FUNDS

IN 2019, SURF FUNDING CAME FROM 30 DIFFERENT FUNDING SOURCES
STIPEND DETAILS

• $5,200 FOR 10 WEEKS
  • PAID ON OR AROUND JUNE 1 VIA DIRECT DEPOSIT/CHECK
  • MOST STIPENDS ARE PAID AS IN ONE LUMP SUM
  • TAXES ON STIPENDS
    • MAY BE WITHHELD ON YOUR STIPEND IF YOU ARE AN INTERNATIONAL STUDENT
    • FOR US RESIDENTS, IT MAY BE TAXABLE, CONSULT YOUR TAX ADVISOR
• IF YOU DO NOT COMPLETE THE PROGRAM AS PER YOUR APPLICATION, YOU WILL BE REQUIRED TO PAY BACK STIPEND
STIPEND DETAILS

• SOME FUNDING IS PAID HOURLY
  • MANDATED BY FUNDING SOURCE
  • PAYROLL TAXES ARE WITHHELD OUTSIDE OF THE ACADEMIC YEAR
  • STRONGLY SUGGEST TO EVERYONE IF YOU HAVE NOT FILED EMPLOYMENT PAPERWORK WITH THE COLLEGE (I-9, TAX FORMS ETC.) THAT YOU DO THIS NOW
  • EVERYONE, IF YOU DO NOT HAVE A SOCIAL SECURITY CARD, DO THIS NOW
OTHER EXPENSES TO CONSIDER

• CONSUMABLES/SUPPLIES (DISCUSS WITH YOUR ADVISOR)
• TRAVEL
• HOUSING
YOUR RESPONSIBILITIES

• TALK WITH YOUR SURF ADVISOR BEFORE YOU ACCEPT YOUR AWARD

  • PROJECT PARTICULARS, SUPPLIES, SAFETY, FIELD WORK
  • FINALIZE TIMELINE/SCHEDULES – VERY IMPORTANT TO ARRANGE HOUSING AND TRAVEL

• OFFICIALLY ACCEPT AWARD-READ ALL INSTRUCTIONS AND INFO
  • PLANS CAN BE CHANGED, TELL US RIGHT AWAY
  • SOMEONE ELSE MAY BE ABLE TO USE YOUR AWARD!

• AGREE ON A PROJECT SCHEDULE
  • COMMUNICATE WITH YOUR ADVISOR IF SOMETHING GOES WRONG
  • COMMUNICATE WITH ADVISOR AND SURF IF YOU CANNOT COMPLETE THE PROGRAM

• REQUIRED SAFETY TRAINING

• EQUIPMENT TRAINING
YOUR RESPONSIBILITIES

• REPORT ON YOUR ACHIEVEMENTS
  • TAKE PICTURES!!!!!! SHARE THEM WITH US!

• ABSTRACT

• POST PROGRAM SURVEY COMPLETION
  • INCLUDES COLLECTION OF THANK YOU NOTES
    ALL OF THESE HELP WITH REPORTING TO FUNDERS AND TO ADMINISTRATION
YOUR QUESTIONS

• YOUR TURN!

• THINK OF SOMETHING LATER? EMAIL ME AT SURF@SMITH.EDU ANYTIME!

• STOP BY OR MAKE AN APPOINTMENT TO SEE ME IN BURTON 115

• OR CALL 413-585-3950