

Application Procedures for the 2019 Upstate Institute Summer Field School

The Upstate Institute is now soliciting project proposals for student researchers to complete in the summer of 2019 as a part of the Upstate Institute Summer Field School. Submitted proposals should be organized into the following subsections:

1. Introductory Paragraph giving the title of the proposed research project and the name of your organization, along with your contact information. Please also provide a brief description of your organization's mission and/or vision statements.

2. Project Description of proposed project, in fewer than 300 words. Please begin your statement with a one or two sentence statement of the research question you would like to have answered through a student's work. Examples might be: How do our clients use information or resources provided by our organization in their daily lives? What is the economic impact of organizations like ours in our community? What models currently exist for programs like ours in similar communities?

3. Statement of how the proposed research will advance your organization's work and how it relates to or may benefit the Upstate region.

4. Logistical considerations for your project. For example, do you envision having the student work full-time, or part-time, on this project? Would this work be done at your location, or remotely? Are there external resources that would be helpful for this project? Which member or members of the organization would supervise a Field School Fellow placed with your organization?

5. Training & Skills necessary to complete this work. You should also discuss the experiences and skills a student will gain from working with your organization in general. For example, will students learn specific skills, have the opportunity to attend staff meetings, or grow in other ways through their experience?

You are welcome to send any attachments with this proposal that you believe highlights the needs for the project or the work that your organization does in the community.

Please submit one copy electronically to Julie Dudrick (jdudrick@colgate.edu) by Friday, December 21, 2018. Proposed projects deemed appropriate for the Summer Field School will be advertised to students currently enrolled at Colgate University, beginning in mid-January. As such, please write your proposal in a style accessible to all undergraduate students in all [four academic divisions](#).