



## **Inez Boyd Environmental Research Award**

**Sponsored by the Penobscot Valley Chapter of Maine Audubon**

The Penobscot Valley Chapter of Maine Audubon invites University of Maine undergraduate and graduate students to apply for the Inez Boyd Environmental Research Award (IBERA). The award is named in honor of the late Inez Boyd, one of the chapter's original founders, a lifelong environmentalist, and an inspirational leader. Funds are targeted to support graduate and undergraduate activities that focus on Maine's native plants and animals, support the mission of the Penobscot Valley Chapter (PVC) of Maine Audubon, and strengthen ties between PVC, the University of Maine, and Fields Pond Audubon Center (FPAC). Supported activities include basic or applied research studies, development of biota inventories at places of interest or concern in the state, and development of environmental education activities that enhance the public's knowledge and appreciation of Maine's natural history. Application materials that accompany this announcement (Microsoft Word and pdf format) can be downloaded electronically from the chapter website (<https://pvc.maineaudubon.org/>).

### **Eligibility/Award Criteria:**

1. Applicant must be an undergraduate or graduate student registered in good standing at the University of Maine's Orono campus at the time of application.
2. Students must be working under the guidance of a faculty member at the University of Maine. The faculty supervisor must submit a letter of support for the student's application, stating his/her willingness to advise the student on the project (see application directions below).
3. Students from any academic discipline are invited to apply for the award.
4. Awards, up to \$1500.00, are made once a year and can be used to support costs of travel to research sites and purchasing research-related supplies and equipment. IBERA funds cannot be used to support salaries or stipends. Successful applicants may receive up to two awards for a particular project.
5. If required, copies of state and federal permits as well as UMaine Institutional Animal Care and Use Committee (IACUC) approval must be in place, with copies submitted to PVC before the project begins.
6. Successful applicants are required to submit a brief written report summarizing the project's activities. This can be done within one year after receiving the award or at the completion of the project, whichever comes first. Successful applicants will also be expected to orally present the project's final

outcome at a PVC membership meeting on a mutually convenient date, either at FPAC in Holden, Maine, or at another public venue in the Bangor area.

7. Acknowledgment of the IBERA award in presentations or papers resulting from the study is appreciated. One copy of publications or other products in which IBERA funds were applied (published papers, reports, thesis abstracts, public presentation abstracts of papers given at meetings) should be sent to PVC as soon as they are available.

**Application deadline is April 5, 2019.**  
**Awards will be announced by April 19, 2019.**

### **Application Format and Submission Procedure**

In developing a proposal for IBERA, applicants should keep in mind PVC's mission: *conserving wildlife and wildlife habitat by connecting people to our regional natural heritage, through enjoyable and meaningful activities that educate and promote greater environmental awareness.* Electronic submission is strongly encouraged, but hard-copy applications are also acceptable. **All applications must include:**

#### **1. Application Cover Sheet (see Page 5)**

**2. Project Proposal** – The body of the proposal should include the abstract, introduction, methods, figures, tables, and references cited. It should not exceed five pages (12-point font, double-spaced). This does not include the application cover sheet and recommendation form. *NOTE: five double-spaced pages with one-inch top, bottom, and side margins in a 12-point font is approximately 1,200 words.*

#### ***Proposals will be evaluated according to the following criteria:***

- \* *significance and originality of the scientific question or educational activity*
- \* *clarity of the objectives (state how this activity will enhance the project's goals)*
- \* *feasibility of the plan of research or program, with proposed timeline*
- \* *justification of the budget (include list of other potential funding sources needed to complete it)*

#### ***Suggested format:***

- \* *Abstract (approx. 150 words)*
- \* *Introduction:*
  - *Provide relevant background information.*
  - *Clearly explain the significance and uniqueness of your project.*
  - *Clearly state the specific objective(s) of the project.*
- \* *Methods and experimental or project design:*
  - *Explain how the project will be carried out. Justify your proposed approach.*
  - *Provide references where possible to lend support to your choice of methods.*
  - *If the project requires state and/or federal permits, or Institutional Animal Care and Use Committee approval, be sure to state if they are in place or pending at the time of application. Any required permits must be in place at the start of the project.*

\* *Timetable*: Give a brief proposed timeline for the work.

\* *Literature Cited*: List references used in your project description, using a style appropriate for your field.

\* *Budget*: Be reasonable, be specific. Provide a list of all materials required for the project and note the ones for which you are seeking IBERA funds. Include other sources of support available and pending for this project. Example: “request is pending from other sources”, or “is available from agency X or Dr. Y”. Be sure to justify need.

**3. Supervisor Letter of Support** – Academic research supervisors must complete and sign the application form (see Page 4) and submit a letter of recommendation. **Research supervisors: for electronic submission, please submit your required materials directly to PVC from your own account; for hard copy submission, please provide 3 copies in a single, sealed envelope to be included with the student’s application materials.** In either case, please submit a completed recommendation form and, in an accompanying letter, 1) confirm the student’s status at the university and your willingness to advise and supervise the student’s activities described in the proposal, and 2) comment on the quality of the proposed activity, the student’s responsibilities regarding the project, and how the project will enhance professional development of the student. Please describe, if applicable, how the proposed activities will strengthen ties between the University, PVC, and FPAC, and support PVC’s mission. If applicable, comment on the availability of resources not covered by IBERA that may be needed to complete the project.

**4. Current Student Résumé or Curriculum Vitae (CV)**

*Applicant: Include information about your educational background and experience. Restrict your CV or résumé to two pages.*

**Directions for electronic submission (PREFERRED):**

*Email (by 11:59 p.m. on April 5, 2019) one copy each of the following:*

1. *completed application cover sheet*
2. *project proposal, including detailed budget*
3. *current résumé or curriculum vitae, to [smduchesne@roadrunner.com](mailto:smduchesne@roadrunner.com) ; and*
4. *have your supervisor email (from his or her own account) a completed Recommendation Form and letter of support by April 5, 2019 to [smduchesne@roadrunner.com](mailto:smduchesne@roadrunner.com) . DO NOT ATTACH YOUR SUPERVISOR’S MATERIALS ALONG WITH YOUR OWN SUBMISSION PACKAGE.*

**Directions for paper copy submission:**

*Send 3 copies (postmarked by April 5, 2019) of:*

1. *completed application cover sheet*
2. *project proposal, including detailed budget*
3. *current résumé or curriculum vitae; and*
4. *supervisor’s signed Recommendation Form and letter of support (**3 copies each of the form and letter in a single sealed envelope**) to:  
**Sandi Duchesne, 478 Beechwood Avenue, Old Town, ME 04468.***

**Award Notifications:** Applicants will be informed by email of the outcome by April 19, 2019. If you have any questions about the application process, please contact Sandi Duchesne ([smduchesne@roadrunner.com](mailto:smduchesne@roadrunner.com)).



**SUPERVISOR RECOMMENDATION FORM**  
**2019 Inez Boyd Environmental Research Award**  
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**I. To the Applicant:** Please fill in the top section of this form and give it to the University of Maine faculty member supervising your project for completion. Note that there are specific instructions for submitting this form electronically that differ from the hard copy instructions.

Applicant's Name: \_\_\_\_\_

Title of Research Project: \_\_\_\_\_

**II. To Project Supervisor:** The applicant has applied for an Inez Boyd Environmental Research Award. As project supervisor, your assistance in evaluating this application will be most welcome. *PLEASE NOTE: If the applicant is submitting the proposal electronically, please return this Recommendation Form and your letter of recommendation to [smduchesne@roadrunner.com](mailto:smduchesne@roadrunner.com) as attachments. Please email directly from your own faculty account. DO NOT send these materials to the student applicant for forwarding. If the applicant is submitting the proposal as a hard copy, please provide three copies, in a single sealed envelope to be included with the student's application materials, of this Recommendation Form and your letter of recommendation.*

In your letter of recommendation, please 1) note how long you have known the applicant and in what connection, 2) confirm the student's status at the university and your willingness to advise and supervise the student for the activities described in their proposal, and 3) comment on the quality of the proposed activity, the student's responsibilities regarding the project, and how the project will enhance professional development of the student, support PVC's mission, and strengthen ties between the University, the PVC, and FPAC. If applicable, comment on the availability of other resources not covered by IBERA that may be needed to complete the project.

Project Supervisor Signature: \_\_\_\_\_ (Print) \_\_\_\_\_

Position: \_\_\_\_\_ Date: \_\_\_\_\_



**APPLICATION COVER SHEET**  
**2019 Inez Boyd Environmental Research Award**  
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**I. To the Applicant:** Please provide the information requested below and follow the directions for submitting your application materials by April 5, 2019.

Applicant's Name: \_\_\_\_\_

Contact information: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Student status (undergraduate, graduate, degree program, year in program): \_\_\_\_\_

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**Project Supervisor Contact Information:**

Name and position at UMaine: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Title of Project: \_\_\_\_\_

Amount Requested: \_\_\_\_\_

Proposed Start Date: \_\_\_\_\_