



## Research Fellowship Program

# Research Proposal Guidance

The Gateway Research Learning Center Fellowship Program is designed to encourage highly qualified graduate students to apply their talents to conducting research in Gateway National Recreation Area and convey the importance of communicating park research to public audiences.

This fellowship opportunity invites a broad range of research proposals to be reviewed and conducted within Gateway. The Jamaica Bay Research Opportunities Catalog contains information on suggested areas of research and high priority research needs of the Jamaica Bay Unit of Gateway National Recreation Area and can be accessed at <http://www.nps.gov/gate/naturescience/jamaica-bay-institute-research.htm>. Applicants are advised to check the National Park Service Research and Reporting System website (<http://science.nature.nps.gov/research>) and contact the Research Coordinator before submitting applications to understand research needs and to ensure that the study is needed or that it has not already been done.

Applicants must submit a preliminary research proposal and the chosen fellow will be expected to convey research findings to the general public and professional audiences.

**Please complete the following information based on the *preliminary* research plans that you have developed and propose to conduct during the fellowship period. This is a useful tool to prepare for the fellowship experience, and will enable park staff to evaluate your proposal. The applicant chosen for the fellowship will be required to obtain a research permit from Gateway National Recreation Area based on this preliminary proposal.**

**Your proposal should include each of the required information items listed below in enough detail that an educated non-specialist can understand exactly what you plan to do. If a topic does not apply to your proposed study, simply write “not applicable”.**

- I. **COVER LETTER-** Describe your interest in conducting research in Gateway National Recreation Area and why you are uniquely qualified for this research fellowship. Also indicated your career aspirations and why you are applying to this program.
  
- II. **INTRODUCTION-**
  - A. **Applicant Information-** Please provide your name, address, telephone number (work and home), FAX number, email address, and institutional affiliation. Include major and minor subjects in both undergraduate and graduate work, and the dates and degrees acquired.
  
  - B. **Dates of fellowship availability-** Please indicated the specific dates that you will be available for this research fellowship.
  
  - C. **Title of research proposal.**
  
  - D. **Dates of research period-** Include a projected timeline including a tentative schedule for field work. Indicate additional follow-up work timelines beyond the fellowship period in the park, if known.
  
  - E. **Budget information-**Include an itemized budget for funds received (include any matching funds received or anticipated).
  
- III. **QUALIFICATIONS-**Provide a current resume identifying training and qualifications relevant to the proposed project and the ability to conduct field activities in the environment of the proposed study area. Include a list of publications, if any, a list of academic honors received, most recent university transcripts, and names and contact information of three professional references.
  
- IV. **OVERVIEW-** Summarize the proposed project by describing in general the problem or issue being investigated as well as any previous pertinent research.
  - A. **Statement of issue-** Describe the issue to be investigated and its importance and relevance to science and to the park.
  
  - B. **Scope of study-** Describe the overall geographic and scientific scope of the project.
  
  - C. **Intended use of results-** Describe how the products will be used, including any anticipated commercial use.
  
- V. **OBJECTIVES/HYPOTHESES TO BE TESTED-**Describe the specific objectives of the proposed project. Where appropriate, the objectives should be stated as specific hypotheses to be tested.

- VI. **METHODS**-Describe how the proposed methods and analytical techniques will achieve the study objectives or test the stated hypothesis/question. Provide pertinent literature citations. (Please note section VIII – Special Concerns.)
- A. **Description of study area**- Clearly describe the study area in terms of park name(s), geographic location(s), and place names.
  - B. **Procedures**- Describe the proposed study design that addresses the stated objectives and hypotheses. Explain the methods and protocols to be employed in the field, library, museum and/or laboratory.
  - C. **Collections**- Describe anything that you might need to collect from within the park during the course of your research and indicated how that collected material will be used and what the final disposition would be.
  - D. **Analysis**- Explain how the data from the study will be analyzed to meet the stated objectives or test the hypotheses. Include any statistical techniques or mathematical models necessary to the understanding of the analysis.
  - E. **Schedule**- Provide a schedule that includes start of project, approximate dates or seasons of fieldwork, analysis, reporting, and completion dates for all products that will be furnished at the conclusion of the Fellowship or research period.
- VII. **PRODUCTS**-
- A. **Publications and reports**- Describe the expected publications or reports that will be generated as part of this study.
  - B. **Collections**- Describe the proposed disposition of collected specimens of materials. If you proposed that the NPS lend the specimens or samples to a non-NPS institution for long-term storage, identify that institution and give a brief justification for this proposal.
  - C. **Data and other materials**- Describe any other products to be generated as part of the project, such as, photographs, maps, models, handouts, exhibits, software presentations, raw data, GIS overages, or videos, and the proposed disposition of these materials.
  - D. **Public presentation**-A significant aspect of this fellowship program is to create a vehicle by which scientific research is conveyed to the general public, both during the fellowship period and after. This can be accomplished in a variety of ways, including, but not limited to: seminars or short presentations for park staff and/or the general public, website and brochure development, and activity sets for school groups. Please indicate what methods of communication you plan to generate.

- VIII. SUPPORTING DOCUMENTATION AND SPECIAL CONCERNS-** Provide any supporting documentation that you believe is pertinent to the research you propose to conduct in the park (i.e. any additional funding commitments or university commitments that might be a part of your fellowship). Any special needs should be stated here and note the following special concerns:
- A. Use of vertebrate species in your research will require review by your Institutional Animal Care and Use Committee (IACUC) according to the Animal Welfare Act. The National Park Service cannot provide this review.
  - B. Archeological research that involves testing or excavation will require an Archeological Resources Protection Act permit that may necessitate additional research design; allow a minimum of 3 months for processing.
  - C. Any disturbance of soils may require archeological clearance in advance and should be noted.
  - D. Collection of data from park visitors (surveys, interviews, focus groups, etc.) is tightly controlled by federal regulations. Approval from the Office of Management and Budget (OMB) is required and can take months to receive. Please apply for approval far in advance.

Please provide 3 copies of your proposal to:

Gateway National Recreation Area  
Gateway Research Learning Center  
Attn: Jessica Browning  
1 Floyd Bennett Field, Bldg. 69  
Brooklyn, NY 11234

Postmarked no later than March 11<sup>th</sup> for all submissions.