

# How to Write a Convincing Proposal for UGS – DEA & DYF

Maureen A. Donnelly  
Associate Dean for Graduate Studies  
CASE  
[maureen.a.donnelly@gmail.com](mailto:maureen.a.donnelly@gmail.com)

University Graduate School

Dissertation Year Fellowship  
(writing)

Doctoral Evidence Acquisition  
(data collection)

DYF = 2 semesters

DEA = 1 semester\*\*

[gradschool.fiu.edu](https://gradschool.fiu.edu)

# **FIU** | University Graduate School

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- [Students](#)
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## University Graduate School

**Why Choose FIU**

**Graduate News & Highlights**

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## University Graduate School

Why Choose FIU

Graduate News & Highlights

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- Students**
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## Graduate Funding

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## Diversity

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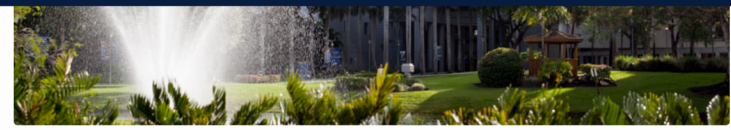


## Professional Development

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**Graduate Funding**

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**Professional Development**

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# FIU University Graduate School

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## Graduate Assistantships

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## Fellowships

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## External Funding

Learn More



## Financial Aid

Students interested in applying for loans or externally funded need-based awards should visit the [Office of Financial Aid website](#) and complete the Free Application for Federal Student Aid (FAFSA), which is available January 1 each year.

Learn More



### Graduate Assistantships

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### Fellowships

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### External Funding

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## FIU Fellowships offered by UGS for Prospective Students



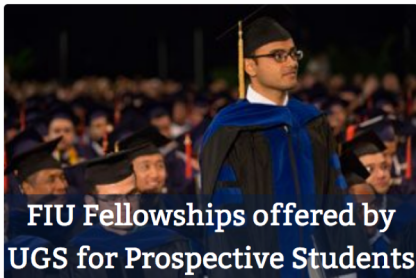
### Presidential Fellowship (PF)

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### McKnight Doctoral Fellowship (MKF)

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## FIU Fellowships offered by UGS for Prospective Students



Presidential Fellowship (PF)

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McKnight Doctoral Fellowship (MKF)

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## FIU Fellowships offered by UGS for Current Students



**Doctoral Evidence Acquisition Fellowship (DEA)**

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**Dissertation Year Fellowships (DYF)**

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**Latin American and Caribbean Graduate Fellowship**





## FIU Fellowships offered by UGS for Current Students



**Doctoral Evidence Acquisition Fellowship (DEA)**

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**Dissertation Year Fellowships (DYF)**

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**Latin American and Caribbean Graduate Fellowship**



# **5 Questions Common to Both Applications**

- 1. Summarize the significance**
- 2. Timeline for project**
- 3. Numbered list of publications**
- 4. Numbered list of presentations**
- 5. List of external funds**

10. Summarize the significance of the project in **NON-SPECIALIST** language. ( $\geq$  11 point font)

**DEA**

**DYF**



10. Summarize the significance of the project in **NON-SPECIALIST** language. ( $\geq$  11 point font)

- no acronyms/abbreviations
- no jargon specific to the field
- no complex descriptions about the work
- strong statement about significance
- what your research will do to move the field forward

11. Summarize your research methodology and describe where your evidence acquisition will take place. ( $\geq$  11 point font)

# DEA methods

11. Summarize your research methodology and describe where your evidence acquisition will take place. ( $\geq$  11 point font)

- great if you are out of the country/out of state collecting data
- if you are visiting another lab, you need a letter of invitation from the PI
- great opportunity to apply new/different methodologies to your work

12. Provide a timeline for acquisition of doctoral evidence, including collection of pilot data or preliminary research. Be clear about where the research currently stands. Include only evidence acquisition activities, i.e., do not include analysis, writing or presentation activities. This is justification for the number of semesters of support requested (1-3). ( $\geq$  11 point font)

## DEA - Timeline

14. Provide a timeline for completion of your doctoral work. **Please be specific** and clear about where the research currently stands. ( $\geq$  9 point font, 250 word limit)

## DYF - Timeline

12. Provide a timeline for acquisition of doctoral evidence, including collection of pilot data or preliminary research. Be clear about where the research currently stands. Include only evidence acquisition activities, i.e., do not include analysis, writing or presentation activities. This is justification for the number of semesters of support requested (1-3). (≥ 11 point font)

- summarize completed work/chapters drafted or written or published
- summarize data collection activities with details as to status of chapters
- describe in detail what you plan to do during the months of award (Jan. to April).
- if you are going to another lab/site have a letter of invitation

14. Provide a timeline for completion of your doctoral work. **Please be specific** and clear about where the research currently stands. (≥ 9 point font, 250 word limit)

- describe status/plan for every chapter
- provide month-by-month plan
- describe in detail what you plan to do during the months of award
- be aware of defense dates—they come earlier than you know
- WRITING—no analysis for DYF.

13. Explain exactly how your current means of financial support precludes or significantly interferes with your ability to carry out the acquisition of evidence required for the dissertation. ( $\geq$  11 point font)

## **DEA Financial Support**

15. Explain exactly how your current means of financial support precludes or significantly interferes with your ability to complete your dissertation in a timely fashion and how this will enhance your research productivity. ( $\geq$  9 point font, 250 word limit)

## **DYF Financial Support**

13. Explain exactly how your current means of financial support precludes or significantly interferes with your ability to carry out the acquisition of evidence required for the dissertation. ( $\geq$  11 point font)

If you are working off campus this is easy

If you are on campus, you need strong justification here

TA lines are half-time positions so some say, you have half time;  
describe how focusing on data acquisition will speed your projects to completion.

15. Explain exactly how your current means of financial support precludes or significantly interferes with your ability to complete your dissertation in a timely fashion and how this will enhance your research productivity. ( $\geq$  9 point font, 250 word limit)

If you can focus on writing w/ DYF, you can finish more quickly

If you can focus on writing, you can craft submissions as you write

TA lines are half-time positions so some say, you have half time;  
describe how focusing on writing will speed your projects to completion.

14. Numbered list of **published** or **accepted** manuscripts from work done at FIU. Provide full citation and number of pages. Indicate clearly if manuscript is an original article, book chapter, or refereed conference proceeding. (≥ 9 point font)

# PUBLICATIONS

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15. Numbered list of **published**, **accepted** or **submitted** abstracts from work done at FIU. Provide full citation and number of pages. **Do not repeat citations.** (≥ 9 point font)

# PRESENTATIONS

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16. Numbered list of professional presentations (given or accepted) from work done at FIU. Only list presentations that have **not** been previously listed. **Do not repeat citations.** Provide meeting, location, and date. (≥ 9 point font)



# EXTERNAL FUNDING

17. Summary of previous and ongoing financial support during Doctoral Studies at FIU. E.g. TA, RA, Fellowships, scholarships, etc. ( $\geq 9$  point font)

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18. List all external funding specifically applied for by student. Indicate if funding was awarded and period of support provided. ( $\geq 9$  point font)

## 17. APPLICANT'S WAIVER OF RIGHT OF ACCESS TO CONFIDENTIAL STATEMENT

Under the Family Educational Rights and Privacy Act of 1974, a student enrolled at Florida International University has access to his or her educational records. We comply with this law, while still allowing the student the option of waiving the right of access. If you wish to waive the right to examine this recommendation, please sign. If left unsigned, you will have access to this document upon enrollment at Florida International University. The alternative you choose in no way affects our consideration of your application.

- I WAIVE my right to inspect the contents of the following recommendation**
- I DO NOT WAIVE my right to inspect the contents of the following recommendation**

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*(Signature of applicant)*

*(Date)*

## Recommendation Section to be completed by Major Professor and Faculty Members

***Dear Recommender, please submit signed recommendation form and attached recommendation to Graduate Program Director no later than Friday January 29<sup>th</sup>***

Compare the applicant to other students you have known at a similar point in their career. Use the following numerical scores. Mark every block; insert "X" if insufficient knowledge.

**1 – Outstanding** – upper 5%

**2 – Excellent** – upper 6 to 20%

**3 – Very Good (Above Average)** – upper 21 to 40%

**4 – Good (Average)** – middle 41 to 60%

**5 – Fair (Below Average)** – lower 40%

**0 – Not Applicable**

Research Ability and Potential

Self-Reliance and Independence

Originality

Written and Verbal Communications

Timely Progress toward Degree Completion

Number of Publications

Perseverance in Pursuing Goals

Familiarity with Research Literature

Effort Devoted to Research

1. Name \_\_\_\_\_  
Last First Middle

2. Home Address \_\_\_\_\_  
Street City State Zip Code

Tel. # \_\_\_\_\_ Panther ID \_\_\_\_\_ E-mail \_\_\_\_\_

3. Department \_\_\_\_\_ Degree \_\_\_\_\_

4. Date (D-2) accepted by UGS \_\_\_\_\_ 5. Date (D-3) accepted by UGS \_\_\_\_\_

6. Proposed Title of Dissertation \_\_\_\_\_  
\_\_\_\_\_

7. Major Professor \_\_\_\_\_ E-mail \_\_\_\_\_

8. Number of Semesters (1-3) for which support is requested \_\_\_\_\_

9. By signing this application form you affirm that: 1) the information you have provided is true; and 2) you will work full-time on your dissertation research during the period of the fellowship (if awarded) and will not hold other employment during this time.

\_\_\_\_\_  
Signature Date

Questions???