

## Application Cover Sheet for MPH Field Experience Fund Award 2011-2012

**Due Friday, October 21, 2011 at 5:00pm.**

**Step 1: Submit a pdf copy of your application cover sheet to the MPH Field Experience Cover Sheet Drop Box in CoursePlus under the course titled “Introduction to MPH Studies”.**

<i>Your Name:</i>	
<i>Title of Project:</i>	
<i>Type of Project:</i>	<input type="checkbox"/> Field Research <span style="margin-left: 200px;"><input type="checkbox"/> Service-oriented</span>
<p><i>Which award are you applying for?(choose one)</i></p> <p>Note: You may apply for only one award.</p> <p>*A group of students can apply for a group award (limited to \$5,000 for the group with a cap of \$1,500 per student).</p>	
<p><i>Will the project require approval of the Institutional Review Board? (check if yes)</i></p>	
<p><i>Your proposal must address all of the points in the following checklist: (maximum of 5 double-spaced pages in 12 point font following this cover page)</i></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Objectives and specific aims of the project.</li> <li><input type="checkbox"/> The project’s feasibility and potential impact.</li> <li><input type="checkbox"/> How the project will be conducted (e.g. surveys or interviews). Indicate brief descriptions.</li> <li><input type="checkbox"/> The outcomes or deliverables of the project.</li> <li><input type="checkbox"/> The applicant’s novel contribution to the project (especially if it is an existing project).</li> <li><input type="checkbox"/> The project’s value to the applicant (experience and skills to be gained).</li> <li><input type="checkbox"/> A budget justification that specifies how the funds from the award will be used. If the funds are to be used for travel, the place and period should be specified.</li> <li><input type="checkbox"/> The names of Johns Hopkins faculty who are affiliated with your project.</li> <li><input type="checkbox"/> The name of the Johns Hopkins faculty member who will be responsible for the project.</li> <li><input type="checkbox"/> The names of organizations or projects with whom you will be collaborating.</li> <li><input type="checkbox"/> The name of the field counterpart at an organization who has agreed to assist the project.</li> <li><input type="checkbox"/> Uj qtv'Dkdkqi tcr j {.</li> </ul>	
<b>Please see next page.</b>	

*Please provide strong letters of support or collaboration on your project from: (maximum of 4 additional pages in 12 point font)*

The named Johns Hopkins faculty member who will be responsible for this project.

The letter must include specific mention that:

a)  The named faculty member will be responsible for the project and has agreed to serve as PI if the project should involve human subjects research.

OR

b)  There will be no human subjects research.

The named faculty member has been in contact with the field counterpart.

The field counterpart at an organization.

The letter must include specific mention that:

The field counterpart has agreed to provide assistance to the project.

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**Step 2: Submit of pdf of the project summary and letters to the MPH Field Experience Proposal Drop Box in CoursePlus under the course titled “Introduction to MPH Studies”.**