Mills College at Northeastern University

Undergraduate Research Opportunity Program, 2022-23

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Project Description

Student applicant name	
Project title	
Faculty supervisor name	

The Project Description is a very important part of your application. The Project Description lets the UROP Committee know what your proposed project is, how you plan to carry it out, and why it is important. Write for a general audience, defining any technical terms specific to your field; the UROP Committee is made up of faculty from many different fields and you will want each of them to fully understand your project and appreciate the goals that you hope to carry out.

Complete all five required sections (A–E) of the Project Description in the order listed below. You will upload your completed Project Description via the Application Form along with your Budget. You should work with a faculty supervisor to develop a strong project and application, and your faculty supervisor will need to submit the UROP Faculty Supervisor Application Form. Applications with missing or incomplete information will not be reviewed.

Even if you are applying to UROP because you are presenting at a conference, you should focus the Project Description on the project itself; in section E, you should also include a paragraph describing the name of the conference where you will be presenting, where it will be held, and the nature of your presentation (e.g., oral or poster).

A. Project Aim/Purpose

Describe in _one paragraph_ what you hope to accomplish by carrying out your project. Be very clear about your goals and describe the purpose clearly using concrete and specific details. What problems or questions will you explore? What will be the intended outcome or creative product? If you have more than one goal, state each goal clearly; it is often useful to number each goal. Make sure that the methods that you will use to carry out your project (as described in the Methods section below) will be able to accomplish the goals you state here.

B. Background

Explain why your project is needed. In order to do this, you first need to describe other relevant research or related artistic efforts. Explain how your project builds on these previous efforts and makes a unique contribution. For most research projects, this includes identifying current gaps in knowledge and unanswered questions that your project aims to answer. This section needs to be consistent with the goals you outlined in the previous section.

C. Methods

Describe exactly how you are going to carry out your project. Be very specific. It is not enough to propose carrying out a project with the expectation that you will "figure out the details" once you get started. Your proposal should clearly indicate that you have a well-developed idea and a detailed plan of how and where you will carry out your project.

For research projects, describe how you will collect, analyze and interpret the data. Will you use questionnaires, conduct interviews, or perform an experiment? If your project includes human participants, identify who the proposed participants will be, how many, and how they will be recruited; what you will ask them to do, and how much time they will spend participating. If you will conduct interviews or are making a questionnaire, this section should also provide some sample interview questions or questionnaire items.

For a creative project, explain exactly how you will produce or create the product that you propose doing. Describe any special methods or approaches you will use to complete your project. Your methods section should be detailed enough that the committee can "walk through" your project and visualize how you will conduct your project.

Note: If your project entails research on living human subjects, you must first receive approval from the Institutional Review Board: https://research.northeastern.edu/hsrp/forms/ Reimbursement for UROP awards is made only after human subjects approval is granted for projects requiring human subjects approval. It is your responsibility to inquire about human subjects requirements as it pertains to your project.

D. Significance

Why is your project is important to carry out? What will your project contribute? Who will be interested in your research or creative efforts? Who will benefit? There may be a larger social or academic significance to your project—for example, it may provide new knowledge, help a community, or benefit the participants in your project. If there is a strong personal significance, for example, career development, explain.

E. Expected Form of Final Project

What form will the final project take (e.g., paper, video, art piece, etc.)? If you will be presenting at an academic conference, provide the name of the conference where you will be presenting, where it will be held, and the nature of your presentation (e.g., oral or poster).