

## 2010 Doctoral Fellows Program

### Overview

The overarching goal of the Graham Doctoral Fellows Program (DFP) is to develop a lifelong *Community of Scholars* who are devoted to developing and implementing innovative ideas in pursuit of sustainability. Each year, the program provides a select group of outstanding students with the resources and skills necessary to become leaders in academia, business, and government in the broad field of sustainability. The group will be selected to represent a broad balance of interests to enhance the interdisciplinary aspect of the collaboration. Through a mix of financial support, intellectual exchange, service, and social activities, the program seeks to continually create PhD student cohorts who have the ability to understand and effectively communicate the complex and interdisciplinary nature of sustainability.

Each year, the Graham Institute issues a call to University of Michigan faculty, asking them to nominate no more than one exceptional doctoral student to be considered for the DFP. To be eligible for the program, a student must be actively engaged in doctoral research that incorporates interdisciplinary approaches to address issues of sustainability.

As a recipient of this honor, each Graham Fellow receives \$50,000 to help support his/her doctoral-level research and studies. In addition to financial support, Fellows engage in a series of activities to develop long-term professional relationships with one another. These activities include twice monthly lunch seminars, collaborative projects, and social events. There is also an expectation that Fellows will give back to the Institute through service. Examples may include collaborating with other Fellows to produce an Institute-branded white paper for possible publication, participation in an Institute-led Integrated Assessment project, mentoring/educating undergraduate students enrolled in the Graham Scholars program, or being actively involved with campus sustainability efforts in collaboration with the Student Sustainability Initiative.

### Requirements and Guidelines

#### 1. Student Eligibility:

- a. Any U-M Department, Interdisciplinary Program, School or College that has an approved doctoral program may participate.
- b. Doctoral students actively pursuing interdisciplinary research addressing sustainability issues are eligible, but students cannot apply directly for support.
- c. Nominations will be considered only from U-M faculty members and each faculty member may nominate only one student per year.
- d. Applicants must be in residence in the Ann Arbor area during the fellowship period.
  - i. Reasonable absences for field work are permissible, but must be disclosed to and approved by the Graham Institute's Faculty Director for Education in advance of the absence.
- e. Applicants cannot hold appointments with work obligations at other academic institutions during the fellowship period.
- f. A student is eligible for only one Graham Doctoral Fellowship award
- g. Students with funding already in place from other sources are eligible to be nominated for a Graham Fellowship.
- h. Eligibility is contingent upon written declaration of matching financial support from the appropriate department, signed by the Dept. Chair and/or Faculty Advisor (see section 4).

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**2. Appointment Period:**

- a. The fellowship appointment is for a minimum of 24 months, though Fellows are strongly encouraged to remain active with the program throughout their time at U-M and beyond.
- b. The appointment term will be effective January 2010.
- c. Throughout the appointment period, Graham Institute fellowship recipients must actively pursue completion of degree requirements (i.e., be enrolled in the U-M program cited in their application).

**3. Graham Award:**

- a. The Graham Institute will provide a total of \$50,000 to help support the doctoral-level research and studies of each Fellow.
  - i. No more than \$25,000 will be awarded during any 12-month period
  - ii. If desired by the fellowship recipient, the Graham award can be dispersed over a period of time that exceeds 24 months.
  - iii. Graham support may be used to cover tuition, registration fees, health insurance, and pre-approved research-related expenses.
- b. Students admitted to the program who already have funding in place from other sources, or who acquire such funding during their time in the program, can defer their Graham funding until after their other funding sources expire.
- c. Students completing their PhD prior to using all funding available through the Doctoral Fellows Program will have their Graham support reduced on a prorated basis in accordance with comparable Rackham policies.
  - i. Specifically, a Fellow is eligible to receive support covering tuition, registration fees, and health insurance for the term in which the student defends his/her dissertation up to the amount remaining in the student's Fellowship account.
  - ii. Graham support of stipends will end the month in which a student defends unless the student provides compelling reasons as to why stipends should continue. The Graham Institute's Faculty Director for Education will review these requests and make the final determination regarding whether – and for how long – funding of stipends will continue.
  - iii. Unexpended funds will remain the property of the Graham Institute.

**4. Matching Requirement:**

- a. Graham DFP awards are contingent on additional support from the student's home department(s) and/or faculty advisor(s) increasing the level of support to the equivalent of a 50% GSRA appointment (i.e., stipend and health insurance for 24 months, and tuition for four terms).
- b. Up to one term of support per year as a graduate student instructor can be included as part of the supplement.
- c. Support previously committed to the student for the time period in which support from the Graham Institute is granted, including tuition support, may count toward the match.
- d. Support not under the direct control of the faculty member, including but not limited to an appointment as a graduate student instructor or departmental fellowship support, must be verified by the individual capable of promising such support (e.g., department chair or school/college dean).
  - i. Failure to provide and document such support will lead to the application being rejected without review.
- e. Matching support cannot come from other funds that were provided by the Graham Institute.

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**5. Selection Process:**

- a. Applications will initially be reviewed by Institute personnel according to the following criteria:
  - i. Relevance to Sustainability
  - ii. Interdisciplinary and Collaborative Nature of Proposed Work
  - iii. Potential for Impact of the Proposed Research
  - iv. Scientific/technical merit
  - v. Productivity and Quality of Applicant's Prior Research
  - vi. Desire for Interdisciplinary Balance in the Cohort
- b. Through this initial review process, a maximum of 15 semi-finalists will be selected.
- c. Applications for the semi-finalists will then be evaluated by an independent faculty review committee consisting of 3-5 U-M faculty members who are actively working in the field of sustainability, but have no affiliation with the students being considered for the award. After reviewing applications for the 15 semi-finalists, the independent faculty committee will rank the top 9 applicants who will become finalists for the fellowships.
- d. Applications and rankings for the 9 finalists will then go to the Graham Institute Executive Committee (EC) for final review. EC members who are affiliated with any of the finalists will not be permitted to sit on the final review panel. This panel will recommend – to the Graham Institute Director – six students to receive fellowships.
- e. Final approval of the recommendations will be made by the Director of the Graham Institute. In the event that one of the recommended students is advised by the Director of the Graham Institute, final approval of the recommendations will be made by the Graham Institute's Director of Education. All nominees and their advisor(s) will be notified by the Graham Director of the decision on their application after the selection process has been completed.

**6. Fellows Responsibilities:**

- a. The recipient must give a presentation of their research, open to the general university community at some point during the fellowship period.
- b. The recipient must present their research as part of the regular program seminar series at some point during the fellowship period.
- c. The recipient may be asked and expected to present their research to other Institute stakeholders (e.g., External Advisory Board) at some point during the fellowship period.
- d. The recipient is required to actively participate in at least 75% of the program seminars, which occur twice monthly from September through April.
  - i. Failure to do so may result in a revocation of the fellowship.
  - ii. Participation will be evaluated each semester.
- e. Fellows are expected to give back to the Institute through service. Examples include:
  - i. Helping the Institute design/implement new programs/initiatives,
  - ii. Collaborating with Fellows on an Institute white paper for possible publication,
  - iii. Participating in an Institute-led Integrated Assessment,
  - iv. Mentoring undergraduate students enrolled in the Graham Scholars program, or
  - v. Being actively involved with campus sustainability efforts

**7. Faculty Advisor Responsibilities:**

- a. The faculty advisor(s) of the fellowship recipient must be willing to confirm that the recipient is making satisfactory progress towards their Ph.D at the beginning of each semester during the fellowship period.
- b. Faculty advisor(s) of fellowship recipients are encouraged to actively participate in Fellowship activities, including symposia, workshops, and seminars.

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## Application Procedure

**Required Application Materials:** Student nomination packages must be submitted on-line at <http://www.graham.umich.edu/proposals/fellows-apply.php> and must include the following:

1. Complete the on-line submission form at the URL listed above
2. Upload a single PDF file in black and white (i.e., no color images or fonts) that includes:
  - a. Nomination letter from a U-M faculty member, which verifies that the student is in good standing and making satisfactory progress towards the completion of the Ph.D. degree.
  - b. Matching Financial Support Form (available at the URL above) with all required signatures
  - c. A brief statement of educational goals and planned research of no more than 1000 words written by the student. This statement must:
    - i. Clearly describe the student's planned Ph.D. research and how it relates to Sustainability.
    - ii. Explain how support from the Graham Institute will enable the student to better pursue studies in the general area of sustainability and in one of the focus areas in particular.
    - iii. Describe how this research extends beyond traditional disciplinary boundaries. Note: One of the major purposes of these fellowships is to encourage cross-disciplinary study with potential impact. Research efforts that are confined to a single discipline are not likely to receive funding through this program.
    - iv. Be described in terms that will clearly communicate to an interdisciplinary faculty review panel that the student's proposed work has the potential for great scholarly significance and impact. Adequate scholarly references (one page or less) must be included, but will not count towards the 1000 word limit.
  - d. A brief curriculum vitae describing the candidate's:
    - i. Educational background
    - ii. Major awards and honors received
    - iii. Membership in professional organizations as applicable
    - iv. Complete list of publications and presentations (accepted, submitted, etc.)
    - v. Outreach efforts
  - e. Transcripts of all graduate and undergraduate coursework. Unofficial transcripts are acceptable.
3. Two letters of recommendation from individuals familiar with the student's work. One letter must come from the faculty member nominating the student in addition to their shorter nomination letter. Recommenders will be sent a direct URL to submit letters of recommendation confidentially. This URL will be sent after the Graham Institute receives the student application.

**APPLICATION DEADLINE:** 5 p.m., October 15, 2009

**EXPECTED AWARD ANNOUNCEMENT:** December 15, 2009

**NOTE:** All applications will be handled confidentially.

Please refer to <http://www.graham.umich.edu/education/fellows.php> for additional details on the program. For more information about the Graham Environmental Sustainability Institute, please visit our Web site at [www.graham.umich.edu](http://www.graham.umich.edu) or contact the Graham Institute directly at [graham-institute@umich.edu](mailto:graham-institute@umich.edu)