

MCH Policy and Procedure Memo No. 1

Subject: Support of Student Research Expenses from Training Grant Funds

Date: Updated Fall 2014

Purpose of the awards

The Dissertation and Thesis Awards from the Maternal and Child Public Health Leadership Training (MCH) Program at the University of Washington promote excellence in scholarship at the graduate level on current, relevant public health topics. The focus of the research must include U.S. mothers, children, youth, fathers, families, or women of reproductive age. Priority is given to studies of potential benefit to vulnerable or high-risk groups (e.g., low-income women, families, or children with disabilities).

Eligibility

All MCH MPH students currently enrolled in the MCH Program are eligible for a thesis award. All health services and epidemiology students working on their PhD dissertation in an area of maternal and child health are eligible for a dissertation award.

Designated use of the award funds

Support for expenses related to student thesis/dissertation research is not a required component of our training grant from the MCH Bureau. Requests for funds to cover expenses related to student research will be considered if money is available. These allocations are for materials and services, e.g., printing and mailing questionnaires, that students are not generally expected to cover themselves and that are not covered by other funding sources. Expenses for consultants, data collection, data abstractors, interviewers, typists, and travel will not be supported.

Application

Students should send a written request for a thesis or dissertation award to Melissa Schiff, MCH Program Director. All applications must include a budget and a budget justification.

For a thesis award, students should submit 1) cover letter requesting consideration for the award and goals for the thesis, 2) thesis proposal approved by committee chair, 3) email from committee chair endorsing student's application for the award, 4) a list of all committee members, and 5) email of transcript of MPH course work.

For a dissertation award, students should submit 1) cover letter requesting consideration for the award and goals for the dissertation, 2) dissertation proposal approved by committee chair, 3) committee chair's endorsement of the student's application for the award, 4) a list of all committee members, and 5) transcript of dissertation course work.

Review process

Requests will be reviewed by the MCH faculty for reasonableness and consistency with above criteria. In some instances, a decision may need to be deferred (possibly until the Spring Quarter) until it is certain that there will be a budget surplus from which to make the allocation. If funds are not sufficient to meet all requests, the faculty will prioritize the requests or suggest partial funding.