

**GUIDELINES FOR NEW JERSEY NEUROPSYCHOLOGICAL SOCIETY (NJNS)
ANNUAL GRADUATE STUDENT AND POSTDOCTORAL FELLOW RESEARCH AWARD FOR
NEUROPSYCHOLOGY**

I. PURPOSE

The New Jersey Neuropsychological Society (NJNS) Annual Graduate Student and Postdoctoral Fellow Research Award for Neuropsychology is designed to recognize student/fellow participation in scholarly research and publication, and to provide opportunities for student/fellow growth. The word "research" herein refers to "any original activity (presentation or publication) which is intended for dissemination to a scholarly community." The award is limited to research in which the student/fellow is the principal investigator.

II. FUNCTIONS OF NJNS STUDENT AWARDS COMMITTEE

The NJNS Awards Committee will consist of three NJNS board members. The role of the Awards Committee is to review and evaluate proposals for funding eligibility. The NJNS Awards Committee will be responsible for distributing information regarding the award to doctoral psychology programs in New Jersey within a reasonable amount of time prior to deadline. The Committee can receive applications across the academic year. Awardee(s) will be recognized at the following NJNS conference. Award recipient(s) will also present research findings at an NJNS bimonthly board meeting.

The award will be conferred on an annual basis in the amount of \$400. Funds that are awarded but not expended revert to the NJNS Committee for reassignment. Members of the NJNS Awards Committee who have more than a casual acquaintance with an applicant will recuse themselves from consideration of the applicant, and a replacement reviewer will be appointed from the Board.

III. ELIGIBILITY

All students who are currently enrolled in a psychology graduate program or recently graduated and engaged in postdoctoral-level research in the area of neuropsychology (either working on an individual research project or with a faculty member) are eligible. **Research must be approved by a recognized Institutional Review Board (or designee) prior to the application deadline.**

IV. CONDITIONS OF AWARDS

- a. An eligible applicant may submit only one proposal for the NJNS Annual Research Award for Neuropsychology in a given year. Any student/postdoctoral fellow can only receive this award once. Joint submissions by two or more graduate students/postdoctoral fellows will be accepted. In addition to the evaluative criteria described in Review Criteria of this document, joint proposals must also provide a clear statement on the division of labor of the proposed activity.
- b. NJNS Research Award stipends of up to \$400 will be awarded and free conference attendance in the given year will be awarded (Spring or Fall conference). For joint submissions, the stipend amount will be split evenly among student/fellow recipients. Included in the application, the applicant must provide a brief summary of how the stipend will be utilized and will benefit the project (e.g. purchase of project materials, resources, subject reimbursement, conference, travel).
- c. The provision of the stipend is contingent on the recipient presenting his/her research findings at the following NJNS board meeting.
- d. If a recipient is unable to accept an award, the NJNS Committee Chair should be notified so the funds may be reallocated.

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APPLICATION OVERVIEW

All students who are currently enrolled in a **psychology master's or doctoral degree program**, or who have recently graduated and are engaged in postdoctoral level research in the area of neuropsychology (either working on an individual research project or with a faculty member) are eligible. **Research must be approved by a recognized Institutional Review Board (or designee) prior to the application deadline.**

Joint submissions by two or more graduate students/postdoctoral fellows will be accepted. Joint proposals must also provide a clear statement on the division of labor of the proposed activity.

NJNS Research Award stipends of up to \$400 and free conference attendance to one NJNS conference within a calendar year (Spring or Fall) will be awarded.

RESEARCH PROPOSAL REVIEW CRITERIA:

Proposal Elements: There are four main components of the proposal that are evaluated. General criteria are provided for each of the categories. Each category is rated on a scale from 1 to 5, with 5 being the highest rating. Ratings of the four criteria will then be summed, yielding scores ranging from a maximum of 20 points, representing the best proposal, and a minimum of 4 points.

- 5 - superior
- 4 - above average
- 3 - adequate
- 2 - lacking in some respect
- 1 - unacceptable

The four categories for the proposals are as follows:

1. **Abstract:** The abstract is written in a concise manner. The reader will have a clear sense of the scope, purpose, and significance of the project.
2. **Purpose and Objectives:** The purpose describes the goal of the research. Objectives are specific, operationally-defined, and goal-oriented.
3. **Methodology:** The methodology is appropriate and well-developed in relation to the stated objectives. The proposal should be specific and include the number of subjects, inclusion and exclusion criteria for subjects, independent and dependent variables, and proposed statistical analyses. Provide a description of procedures and a time schedule to achieve the objectives. Details as to the operational sequence and procedures should be provided for the full length of the project. Citations of scholarly/professional literature should be included.
4. **Results/Outcomes:** Describe the importance and significance of the results/findings that are likely to come from the research. Applicant should specify null and alternate hypotheses and the implications of the possible results. The research should lead to tangible results that will either confirm or not confirm the null and experimental hypotheses. The research should contribute to the student/fellow's professional development and to the literature in the discipline.

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APPLICATION FORMAT

Applicants are required to submit the following documents:

1. Cover sheet
2. Proposal, to include all elements of the Review Criteria outlined above (3 pages, double spaced)
 - a. Abstract (no more than 1 page, double-spaced)
 - b. Objective/Purpose
 - c. Methodology
 - d. Results/Outcome
3. IRB approval
4. Summary, including how the applicant will allocate the stipend funds (1 page, double-spaced)

Electronic submission of the application should be sent to NJNS Student Awards Committee coordinator (contact information on application). **The proposal itself and summary page should not have any identifying information on it; only include your information on the cover sheet.** However, send all documents together (proposal, summary page, and cover sheet) to the NJNS committee coordinator listed below, who will then disperse the proposals to committee reviewers. All parts of the application must be completed for consideration. Any application not entirely completed will not be reviewed.

Questions: All questions regarding these guidelines should be directed to the NJNS Student Awards Committee coordinator (contact info on application). Students/fellows are encouraged to discuss their research ideas with appropriate personnel (i.e., research mentor/training director/clinical director/postdoctoral supervisor) prior to submission of the formal proposal.

PROCESS OF AWARD RECOGNITION:

The recipient will be notified and will present research findings at an NJNS Board meeting within the year (date TBD). Provision of the stipend is contingent on the recipient presenting his/her research findings at an NJNS Board meeting. Award recipient(s) will be announced at the following NJNS conference. It is not mandatory the recipient is present at the conference to receive the award.

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APPLICATION COVER SHEET

PLEASE TYPE OR PRINT CLEARLY:

Name: _____

School attending/graduated from: _____

Type of degree and sub-discipline (e.g., masters, doctoral; counseling, clinical, neuropsychology):

Pre/postdoctoral training site (if applicable): _____

Year in program: _____

Home address: _____

Telephone number: _____

Highest degree attained: _____

Title of project: _____

Student/fellow signature: _____

Name, title, and institution of mentor/supervisor: _____

Research mentor/supervisor signature: _____

Deadline: *November 11, 2016*

Contact: Cristina Shaheen, Psy.D., NJNS Awards Committee Coordinator
Email: cshaheenpsyd@gmail.com