

Andrew W. Mellon Student Research Fellowship

Arts and Urban Experience Initiative

Occidental College, 2021 Guidelines

The Andrew W. Mellon Foundation is pleased to fund **eight** student research fellowships (summer 2021) for undergraduates conducting original, arts-centric research. Research proposals should incorporate a tie-in to Los Angeles. Projects proposing collaboration with community partners, local arts organizations (archives, museums), and/or local arts practitioners are highly encouraged.

The Mellon Student Fellows will participate in the ten-week Summer Research Program offered by the Undergraduate Research Center (URC). They will also receive a research stipend, subsidized housing, and a small budget for research expenses.

Application Process

Each application must include:

- [Cover sheet](#)*
- Your resume
- Project proposal
- Personal statement (explaining why you are interested in the program (research or internship) you are applying for, what skills you bring, and what you hope to learn at your preferred site; share your future educational and professional plans and how this fellowship can help to support these plans. Also include information about any other related internship or volunteer experiences)
- Proposed budget (if research expense support is requested)
- [Faculty mentor's letter of recommendation](#) (can be submitted separately)

Your **complete** application packet should be submitted as a **single document** to Mellon Grants Administrator Rithika Mukerjee-Mora at rmukerjee@oxy.edu by 4pm on the deadline. Application documents may be merged in to a single document using online tools such as- <https://docupub.com/pdfmerge/>.

You will be notified by Spring Break whether your project has been selected for funding so that you can plan your summer accordingly.

Please direct any questions about the Mellon Student Research Fellowship to rmukerjee@oxy.edu.

A note about the pandemic: At this time, the URC is planning for an in-person summer research program with the ability to stay on-campus for meetings and research. However, these plans may change depending on state and federal health regulations for summer 2021. We will keep you posted if plans change and would advise you to discuss alternate plans with your faculty mentor in case you need to conduct research remotely.

*The **deadline** for the Mellon Student Research Fellowship is 4pm on **February 8, 2021.***

You must submit your completed application to the Mellon Grants Administrator at rmukerjee@oxy.edu by the deadline for it to be considered for funding.

* Link is password protected. You may need to enter your OxyConnect User ID and Password to access this document once you've clicked on the link.

Financial Support

Research Stipend

Mellon Student Research Fellows will receive a stipend of \$4,500 for ten weeks of full-time work. There is also a small amount of funding available to cover research expenses.

Research stipends are generally taxable. Keep a copy of your contract for your tax records and talk with a tax advisor if you have questions about your specific tax liability.

Generally, the amount awarded for summer research is taxable, but the College is not obligated to withhold taxes or send an IRS Form-1099. Students should keep a copy of their contract as part of their tax records and talk with a tax advisor about questions concerning their individual tax liability.

Room and Board Support

Mellon Student Research Fellows are eligible for room and board support to live on or off-campus during the ten weeks of the Summer Research Program. The amount of the subsidy will be determined based on the student's financial need.

Note: On-campus housing **may** be available prior to and shortly after the program; however, no allowances are offered for those weeks, and arrangements must be made directly through Residence Life.

Expectations

The Mellon Student Research Fellowship Program expects close collaboration between Mellon Student Fellows and their faculty mentors, as well as interaction between Fellows with their peer researchers in the summer program. Cross-disciplinary exchange will also be facilitated by attendance at the URC's lunchtime plenary gatherings, featuring guest speakers, lab tours, and roundtable discussion.

Mellon Student Research Fellows are expected to:

- Make a full-time, exclusive commitment for the specified ten weeks of the Summer Research Program (tentative dates June 1 - August 6, 2021)
- Participate in research ethics training
- Participate in all URC area meetings and plenary gatherings
- Attend regular on-campus meetings with the mentor
- Participate in the assessment effort
- Submit an abstract of the work for posting to the OxyScholar website
- Submit a 5-10 page final report or the results of your creative project to the URC, the faculty mentor, and [Rithika Mukerjee](#) (Mellon Grants Administrator). Fellows will receive the final stipend payment only **after** the submission is received.
- Present the results of their research at the Oxy Summer Research Conference on August 4, 2021 (tentative date)
- If appropriate, present at the fall SCCUR conference following completion of the research. Fellows may also consider presenting their work at the NCUR meeting in the spring.