Research Support Award

The Research Support Award honors those who have made valuable contributions in support of research and who have gone above and beyond their day-to-day responsibilities. The award recipient will receive an honorarium of $500 and a commemorative plaque.

Award Criteria:

To be eligible for the Research Support Award, candidates, at the time of nomination, must be employed at least FTE in non-faculty positions and must have at least three years of consecutive service in a research support capacity at Mississippi State University. Faculty, research assistants or other personnel who are major contributors to the conduct of research are not eligible for this award. Nominees must not have been found guilty or have any pending administrative, disciplinary, or criminal charge against them.

Examples responsibilities of research support include but are not limited to:
- Identifying research funding opportunities,
- Participating in proposal development, internal review processes, and submission to a funding agency,
- Negotiating terms and conditions of awards and participating in the administration of an award,
- Assisting with contract notifications, extension, progress reports, or effort certification,
- Participating in the administration of a research account, centrally or departmentally, from account set-up to account management to close-out,
- Providing support in the form of compliance review for export controls animal use, human subject research, biosafety matters, etc.,
- Managing invention disclosures and intellectual property generated by sponsored research.

The recipient of the Research Support Award is selected based on the following review criteria:
- Evidence of nominee's contributions to research support **<u>beyond</u>** performance of day-to-day responsibilities to advance and enhance research administration at Mississippi State University.
- Proven knowledge in research support and commitment to remain informed of the latest updates and changes affecting job responsibilities.
- Active participant in the research support/administration community at Mississippi State University and professional organizations related to the field.
- Commitment to growth in the field exhibiting an enthusiastic approach to sustained improvement as a research support personnel.

Nomination Material:
- Nomination form
- Letter of nomination providing highlights of the nominee's accomplishments in relation to award criteria*
- Two letters of support or recommendation for the nominee*
- Abbreviated resume highlighting pertinent information (10-page limit). CVs are encouraged to include a summary section.

*Note: **Letters of support/recommendation are heavily weighted** in the selection process and should communicate the nominee's contributions to a broad audience, based on the review criteria. The selection committee relies on these letters to understand the significance of the nominee's contributions within their field and beyond the day-to-day responsibilities.

Nomination Deadline: **Friday, May 10, 2024, at 5pm.**
Upload the required materials using the following link: [2024 Research Award Nominations](2024-research-award-nominations)

<p align="center">**2024 Research Support Award**</p>

Nomination Form

<p align="center">This must be included with the nomination materials</p>

1. Nominee's Name: _____

2. Nominee's Title: _____

3. Nominee's Department/Research Unit: _____

4. College or School (if applicable): _____

5. Brief summary of the individual's contribution to the support of MSU research:

Nominator: _____

Nominator Email: _____

Nomination Deadline: **Friday, May 10, 2024, at 5pm.**

Nomination packets can be uploaded here: [2024 Research Award Nominations](#)

Nominations will also be accepted at the physical address below, marked "Confidential."

Dr. Julie Jordan
Vice President for Research and Economic Development
301 Research Blvd.
Starkville, MS 39759
Mail Stop: 9722

This award will not be conferred on any individual whose conduct has been determined to be unethical by the following MSU offices/review processes: Research Misconduct, Regulatory Non-Compliance, Human Resources Management, Internal Audit, or Civil Rights and Compliance.