

Undergraduate Student Innovation Award

Application Form • Academic Year 2026–2027

The Undergraduate Student Innovation Award (USIA) is an initiative of the Division of Research and Innovation. It provides seed support for undergraduate-led research, creative scholarship, design, or entrepreneurial projects that show originality, feasibility, and potential impact for the campus, San Antonio, South Texas, or the broader scholarly community.

AWARD AT A GLANCE

- Amount: up to \$2,500 per project (one student lead, or a student team of up to four).
- Period: up to 12 months from the award notice (typically one academic year).
- Allowable costs: supplies, minor equipment, software, core-lab or analytical services, IRB-approved participant incentives, and project-essential travel. Stipends and tuition are not allowed.
- Required attachment: a two-page white paper using pages 4–5 of this packet.

1. STUDENT APPLICANT (PROJECT LEAD)

Legal last name	Legal first name	M.I.	Preferred name (optional)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Student ID (UIN / Banner)	TAMUSA email	Phone	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Primary major	College	Classification	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Expected graduation (MM/YYYY)	Cumulative GPA	Credit hours earned	Campus / site
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Enrollment status	☐ Full-time	☐ Part-time	First-generation college student? (optional)
			☐ Yes ☐ No

2. ADDITIONAL STUDENT TEAM MEMBERS (OPTIONAL; UP TO THREE)

Full name	Student ID	Major	Email	Role on project
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

3. ELIGIBILITY CONFIRMATION

- ☐ I am a currently enrolled undergraduate student at Texas A&M University–San Antonio.
- ☐ I am in good academic standing and have no unresolved student-conduct sanctions.
- ☐ I will serve as project lead and primary author of the white paper.
- ☐ A TAMUSA faculty member has agreed to mentor this project and will sign page 3.
- ☐ I am submitting only one USIA proposal as project lead in this competition cycle.

FOR DIVISION USE ONLY

Received Log no. Complete? Reviewer

4. PROJECT INFORMATION

Project title (plain language; 15 words or fewer preferred)

Primary disciplinary area

Requested amount (\$)

Proposed start (MM/YYYY)

Proposed end (MM/YYYY)

Project type — check all that apply

☐ Faculty-mentored research

☐ Creative / scholarly work

☐ Design / prototype / invention

☐ Social or commercial venture

☐ Community-engaged project

☐ Other (describe in Introduction)

Project abstract — 150 words maximum. Write for a general campus reader. Do not paste the white paper here.

Keywords (3–6 terms, separated by commas)

5. FACULTY MENTOR

Mentor last name

Mentor first name

Rank / title

Department

College

Campus phone

Mentor official email

Length of mentoring relationship

Mentor statement of support (4–6 sentences). Confirm feasibility, a supervision plan, and access to space, equipment, or data.

Where will the work be conducted? (lab, studio, field site, community partner, library, remote)

Continue to page 3 for compliance, budget summary, packet assembly, certifications, and signatures.
Complete the two-page white paper on pages 4–5 (Introduction, Relevance, Procedure, Budget, Mitigation).

6. RESEARCH COMPLIANCE AND RISK

Check every item that applies. Funds will not be released until required protocol approvals are in place. Questions: ORSP@tamusa.edu.

- ☐ Human subjects (surveys, interviews, observations, identifiable data) — IRB review required
- ☐ Live vertebrate animals — IACUC review required
- ☐ Biohazards, rDNA, infectious agents, or human-derived materials — IBC review required
- ☐ Hazardous chemicals, controlled substances, or specialized laboratory procedures
- ☐ Off-campus, field, or community work — address safety and site access in Mitigation
- ☐ Possible invention, software, data product, or other intellectual property
- ☐ None of the above apply to this project

7. BUDGET SUMMARY ITEMIZE AND JUSTIFY EACH LINE IN THE WHITE PAPER BUDGET SECTION

Category	Amount (\$)	Brief purpose (one line)
Supplies and consumables	<input type="text"/>	<input type="text"/>
Minor equipment / software	<input type="text"/>	<input type="text"/>
Core-lab or analytical services	<input type="text"/>	<input type="text"/>
Project-essential travel	<input type="text"/>	<input type="text"/>
Participant incentives (IRB-approved only)	<input type="text"/>	<input type="text"/>
Other (specify in white paper)	<input type="text"/>	<input type="text"/>
TOTAL REQUESTED (must match page 2; maximum \$2,500)		<input type="text"/>

8. REQUIRED ATTACHMENT AND PACKET ASSEMBLY

Attach the official two-page white paper (pages 4–5). Complete it in this fillable form, or replace those pages with your own two-page PDF that uses the same five headings, in this order: Introduction · Relevance · Procedure · Budget · Mitigation.

White-paper filename if submitted as a separate file

- ☐ The two-page white paper is completed in this packet or attached as a separate PDF.
- ☐ Unofficial transcript for the project lead is attached (recommended).

9. CERTIFICATIONS AND SIGNATURES

- ☐ This proposal is the original work of the named student lead or student team, without undisclosed duplicate internal funding.
- ☐ The student lead is a currently enrolled TAMUSA undergraduate in good academic and conduct standing.
- ☐ The named faculty mentor has reviewed this proposal, agrees to supervise the work, and co-signs below.
- ☐ If awarded, the team will submit a one-page final report and present at RISE or another DRI-designated venue.
- ☐ The information on this form is true, complete, and accurate to the best of my knowledge.

Student project lead — typed name

Signature (type full name or sign)

Date

Faculty mentor — typed name

Signature (type full name or sign)

Date

HOW TO SUBMIT

Save this packet as a single PDF named USIA_LastName_FirstName.pdf (include the completed two-page white paper).
 Email to DRI@tamusa.edu and copy the faculty mentor. Subject line: USIA Application — [Last Name], [Project title].

Official Two-Page White Paper

Limit: two pages. Do not add a cover sheet, a separate references list, or appendices. Parenthetical citations are allowed. Figures are discouraged; if essential, keep them inside these two pages. Reviewers score Introduction, Relevance, Procedure, Budget, and Mitigation.

Project title (must match page 2)

INTRODUCTION

What is the question, problem, or opportunity? What is already known, and what gap will you address? State a clear aim.

RELEVANCE

Why does this matter to your field, to TAMUSA, to San Antonio / South Texas, or to a community partner? Who benefits?

PROCEDURE

How will you do the work? Describe design, methods, sources, a month-by-month timeline, student roles, and mentor oversight.

Official Two-Page White Paper

Limit: two pages. Do not add a cover sheet, a separate references list, or appendices. Parenthetical citations are allowed. Figures are discouraged; if essential, keep them inside these two pages. Reviewers score Introduction, Relevance, Procedure, Budget, and Mitigation.

Project title (must match page 2)

BUDGET

Justify every line from the page-3 budget summary. Show why each cost is necessary to the procedure. No stipends, tuition, or routine living expenses.

MITIGATION

What could go wrong (access, recruitment, equipment, compliance, time)? How will you detect problems early and adjust? Address safety and, if relevant, privacy or community risk.