



THE SOCIETY FOR ORGANIC PETROLOGY



The Spackman Award

TSOP Research Committee Student Grants Program

Purpose: The Spackman Award, formerly known as the TSOP Student Grants Program, supports graduate thesis research in organic petrology. Research must demonstrate the utility and significance of organic petrology (which includes coal petrology, kerogen petrology, organic geochemistry and related disciplines) in solving the thesis problem.

Eligibility: The Spackman Award supports qualified graduate students from around the world who are actively seeking advanced degrees.

Awards: A maximum of two monetary awards, up to U.S. \$1,000.00 each, will be granted. TSOP will also provide merit awards, in the form of Society publications, to selected top-ranking applicants who do not receive a monetary award.

Conditions: Monetary awards are to be applied to expenses directly related to the student's thesis work, such as field expenses, laboratory analyses, etc. A portion (not to exceed 25%) of the award funds may be used to attend a TSOP Annual Meeting. Funds should not be used to purchase capital equipment, to pay salaries, tuition, room, or board during the school year. Funds must be spent by the end of the calendar year following granting of the award, and an account of expenditure with copies of receipts should be provided by the end of that year (December 31, 2010 for awards granted in 2009).

Application Deadline: Completed applications must be postmarked, faxed or e-mailed (as attachments) by May 15, 2009. Completed application packets should be sent to:

Prof Colin Ward
Chair, TSOP Research Committee
School of Biological, Earth and Environmental Sciences
University of New South Wales
Sydney, NSW, 2052
Australia

Fax: + 61 2 9385 1558

E-mail: c.ward@unsw.edu.au

All Applications Must Be Postmarked, Faxed or E-mailed by May 15, 2009

TSOP Spackman Award

Cover Sheet with Endorsements

Instructions: Use this completed page as the **cover sheet** for your application packet:

Applicant Certification:

1. Printed Name of Applicant: _____

I do hereby certify with my signature that I have reviewed this application in its entirety; it is complete as submitted, and all the information it contains is true and correct to the best of my knowledge.

Applicant's Signature _____ Date _____

Research Supervisor's Endorsement:

1. Printed Name of Research Supervisor: _____

2. Phone (include country and area codes) _____

E-mail _____

I do hereby certify that (please check or initial each line and sign below):

___ I have read the attached *Summary of Investigation* and that it is the project that I am supervising.

___ I have reviewed the attached *Budget Proposal* and agree with its estimates and justifications.

___ I believe the applicant has the capability to fulfil the objectives of the stated research and successfully complete the degree program.

Research Supervisor's Signature _____ Date _____

Departmental Endorsement:

Department Chairman or Director's Printed Name: _____

Phone _____ e-mail _____

I do hereby certify that the applicant is presently enrolled at this institution as a: (please check)

___ Full-time *or* ___ Part-time : ___ Master's or equivalent *or* ___ PhD student.

If the applicant receives a monetary award, I agree to notify TSOP of any change in the applicant's enrolment status during the ensuing 18-month award period.

Department Chairman or Director's Signature: _____ Date _____

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Application Form - Part 1

Instructions: Complete all six sections (A-F) of this application and assemble them into a single packet for submission to TSOP by the advertised deadline date.

Section A. Personal Information:

1. Family Name _____
2. Given Name(s) _____
3. Address (university or home) _____

4. Citizenship _____ Gender (optional) _____
5. Telephone Number (home) _____ (office) _____
6. Fax Number _____ E-mail address _____

Section B. Academic Information:

1. Present Institution, Location _____
2. Department or Discipline _____
3. Degree now being sought _____ Anticipated graduation date _____
4. Are you a 'full-time' graduate student as defined by your university? Yes _____ No _____
5. Previous Degree(s): Date, Institution, Discipline _____

6. Title of Thesis Project _____

7. List of Methods to be Used (e.g. field work, seismic interpretation, microscopy, geochemistry, etc.)

8. Significance of Project to Organic Petrology (one sentence) _____

9. Percent of Thesis Project Completed _____
10. Have you applied previously to the TSOP Spackman Award Program? Yes _____ No _____
If "yes", state the year and how much funding, if any, you received _____

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Application Form - Part 2

Instructions: Prepare each of the following sections (C-F) of your application as a separate document. Each section should be clearly titled and display your name. The format for all documents (except transcripts) should be 12-point font, single spaced, 2.5 cm (1 inch) margins all around.

Note: Prior to preparing these sections, applicants are encouraged to review the “Application Evaluation Form” that TSOP reviewers will be using to rank your proposal.

Section C. Vita: (Three pages maximum.) The purpose of this section is to enhance the information you supplied above in Section B. You must clearly address each of the following areas:

- 1) Funding (past, present, and pending). Describe all internal and external financial support for your graduate studies, such as assistantships, scholarships, grants-in-aid; include dollar amounts.
- 2) Academic Awards and Honours (undergraduate and graduate, with dates and sources).
- 3) Non-academic Awards and Honours (with dates and sources).
- 4) Professional Work Experiences (job title, employer, location, dates).
- 5) Other Work Experience (e.g.: volunteer, part-time) that demonstrate non-technical skills such as leadership, communication, teamwork etc. (job title, employer, location, dates).
- 6) Professional Activities (e.g.: society memberships, meetings attended, publications, presentations) that illustrate your involvement in the science beyond the classroom.
- 7) Other Activities and Interests (e.g.: clubs, civic organizations, community groups, hobbies).
- 8) Additional Information. Any other items that you believe will help the reviewers make decisions concerning your overall accomplishments and activities to date.

Section D. Summary of Investigation: (Three pages maximum.) Write a summary of your thesis research. You must clearly address each of the following areas: 1) statement of the problem including its scientific significance; 2) major hypothesis; 3) research plan; 4) applications and significance of organic petrology in solving the problem; and 5) current status of your research including summary of results (if any) so far.

Section E. Budget Proposal and Justification: (One page maximum.) In a table, list the specific items (costed in US dollars) that you are requesting through the Spackman Award, and show the approximate dates for each expenditure item. (Grant money will be available immediately after the announcement of the Award and funds must be expended within 18 months.) Add a brief narrative explaining how the proposed items will be utilized in your project, and how funding your request will add value (opportunities, data, etc.) to your research.

Section F. Academic Transcripts:

Attach a copy of your post-graduate academic transcripts. If you have completed one year or less of post-graduate course work at the time of your application, include your undergraduate transcripts as well. (If your university does not issue transcripts, attach instead a signed statement from your research supervisor commenting in detail on your academic credentials.)

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Application Evaluation Form- Page 1

Applicant Name _____

1. Application (choose **one**):

_____ is complete, professional appearing, and meets all guidelines concerning length and format (5 points)

_____ contains a few minor problems, but still a respectable document (3 points)

_____ is incomplete, or otherwise significantly flawed in regard to appearance or format (0 points)

2. Student Status (score each category as indicated):

_____ Degree Sought: MS or equivalent (7 points), PhD (0 points)

_____ Full-time student (3 points), Part-time student (0 points)

3. Applicant's Vita (score each category as indicated):

_____ Academic Record (0-5 points) - review GPA, transcripts, awards, etc.

_____ Professional Work Experience (0-5 points)

_____ Leadership/Citizenship (0-5 points) - review Other Work Experience, Activities, Awards, Additional Information, etc.

_____ Overall Strength of Applicant (0-10 points) - from reviewer consideration of all submitted information in Vita.

4. Summary of Thesis Project (score each category as indicated):

_____ Statement of the Problem (0-5 points) - clear, concise, and meaningful.

_____ Research Plan/Strategy (0-5 points) - logical order to testing hypothesis or meeting objectives, goals clear and attainable, research can be completed within stated time frame.

_____ Overall Scientific Merit (0-10 points) - reviewer judgment as to scope, methods employed, originality, and overall quality of proposal including the significance and timeliness of the project.

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Application Evaluation Form- Page 2

Applicant Name _____

5. Relevance to Organic Petrology (choose one, score as indicated):

_____ Project has organic petrology as a central theme and will advance the science. (8-10 points)

or

_____ Project demonstrates a significant application of organic petrological technique(s) to a larger research problem. (4-6 points)

or

_____ Project has only a minor role for organic petrology. (0-3 points)

6. Budget Proposal and Justification (score each category as indicated):

_____ Financial Merit (0-5) - budget is realistic and well-planned, within TSOP guidelines, and contains adequate justification for requested items.

_____ Value Added (0-5) - do the requested items contribute significantly to the research project? Are they beyond the normal scope of the applicant's present funding status?

_____ **TOTAL SCORE** (Maximum is 80)

Comments:

2009 TSOP Spackman Award Procedure for Reviewing Applications

Three TSOP members (and/or external experts when needed) appointed by the Research Committee Chairperson will independently review the pool of applications and score each of them according to the “Application Evaluation Form”. The reviewers will be drawn from people who have no association with the host institution of any applicant.

The points awarded in each category should be based on how well the individual compares to all others in the pool. Reviewers should also record their comments, questions, or concerns about specific applications on the evaluation form.

The TSOP Research Committee Chairperson will sum the numeric results received from all three reviewers in order to determine an overall ranking for each application. The Chairperson will inform the reviewers of the overall result and make recommendations at which time reviewers may be asked to hold further discussion. The Chairperson will then poll the reviewers and report their consensus decision and funding recommendations to TSOP Council for final approval.

Winners will be notified prior to the Annual Meeting and all applicants will be informed by e-mail of the final status of their applications. No other information, such as specific scores, rankings, or written comments will be disclosed.

Awards will be announced formally and presented at the TSOP Annual Meeting during the Business Luncheon. The awards also will be announced in the TSOP Newsletter, which will publish the winners’ submitted project summaries. At the conclusion of the research project, awardees are required to publish an extended summary in the TSOP Newsletter and will be encouraged to present their research results at a TSOP Annual Meeting.

All applicants (successful or otherwise) are encouraged to re-apply to the Spackman Award Program, but are limited to a maximum monetary award of \$1,000.00 per thesis project. All applicants are eligible to apply for one year of TSOP Student membership at no cost.

Last updated: April, 2009

Not required for application. To be completed by successful applicant after the award

TSOP Spackman Award

Accountability Form – Expenditure of Funds

All students who receive the Spackman Award are required to submit to the Chair of the TSOP Research Committee (1) this form and a document summarising expenditure (with copies of receipts), and (2) a brief summary of the research resulting from the grant for publication in the TSOP Newsletter. These submissions are due by the end of the year following the grant award (December 31, 2010 for awards granted in 2009).

Please note the following conditions for expenditures (as described in the application): Monetary awards are to be applied to expenses directly related to the student's thesis work, such as field expenses, laboratory analyses, etc. A portion (not to exceed 25%) of the award funds may be used to attend a TSOP Annual Meeting. Funds should not be used to purchase capital equipment, to pay salaries, tuition, room, or board during the school year.

At the conclusion of the research project, awardees are required to publish an extended summary of their work in the TSOP Newsletter and will be encouraged to present their results at the TSOP Annual Meeting.

Misuse of awarded funds, or failure to submit this form or a summary of the research for the TSOP Newsletter, will result in suspension of TSOP membership.

Student Name: _____

Academic Institution: _____

Total Amount of Award Received: _____ **Year Award Received:** _____

Budget:

Please provide information, including copies of receipts or other paperwork, showing how funds were spent.

Field expenses:

Laboratory analyses:

Travel to TSOP Annual Meeting:

Other expenses (be specific)

If a portion of the funds are unspent, please state how and when the funds will be used.

Certification by student:

Student Signature

Date

Certification by Faculty Advisor:

Faculty Advisor Signature

Date