

Fellowship Application Process

All fellowship applications must be routed through university channels for review and approval prior to submission to the sponsor. Before submitting your application:

1. Work with your faculty adviser or department administrator to create a WISPER record. Your faculty adviser will be listed as the PI on the record and must sign it electronically prior to submission. You can access WISPER and find helpful references and training materials at <http://www.rsp.wisc.edu/WISPER/>.
2. Work with your department on obtaining their approval of the submission – this may be done by either routing the WISPER record to the department administrator, or via a WISPER approval request.
3. Route the record to the CALS Research Division. Your application will then be reviewed for compliance with required formatting and proposal elements, as well as institutional requirements and commitments. CALS will work with Research and Sponsored Programs to obtain institutional approval for your application, and will contact you when the application is approved for submission.

Plan to initiate this process 2 weeks prior to the proposal deadline. Also be aware that, while the sponsors' budgets for many fellowships are straightforward, the budgeting rules and requirements at the UW can be complex. Because of this, it is also recommended that you contact the CALS Research Division with the fellowship program announcement and any other relevant information at the point when you decide to apply for a particular fellowship. Becky Bound is the contact in the division for all fellowship applications and can be reached at (608) 265-8443, or rbound@cals.wisc.edu.

For a pdf with complete information, [click here](#).