



EXTENSION

OSU Extension Undergraduate Extension Scholars Deadline: November 30, 2026

The OSU Extension Undergraduate Extension Scholars (UES) program aims to introduce students to Extension (extension.okstate.edu) and potential careers in this field. The program will support Extension work conducted by Ferguson College of Agriculture undergraduate students under the mentorship of faculty with Extension appointments in either the Division of Agricultural Sciences and Natural Resources or the College of Education and Human Sciences.

OSU Extension collaborating with the Ferguson College of Agriculture and College of Education and Human Sciences will provide up to \$2,000 (2:1 matching funds; faculty provide \$1,000 match for \$1,000 College, \$1,000 Extension funds) to support the UES program for individual projects. Each College has a limit of five awards. The primary focus is to support junior or senior-level students with an interest in Extension programming.

Faculty applying for funds are not required to, but may, identify a specific student for which funds will be used to support their Extension work. Proposals should clearly indicate the student's role in the project. Proposals will be accepted from eligible faculty members with Extension appointments in either the Division of Agricultural Sciences and Natural Resources or College of Education and Human Sciences regardless of the level of Extension appointment. A maximum of 2 per faculty member may be submitted; however, only ONE proposal will be funded even if both are approved. The specialist will be asked to decide which proposal to fund.

Submission Process:

Submit proposals through the InfoReady platform (<https://okstate-ag.infoready4.com/>) by 11:59 pm on November 30, 2026. You will login with your OKEY account to access the application. The title of the application is **2026 OSU Extension Undergraduate Extension Scholars Application**. Division of Agricultural Sciences and Natural Resources proposals should will be sent to Dr. Damona Doye, Dr. Jason Warren and Kadyn Maddox; College of Education and Human Science proposals will be sent to Dr. Gina Peek.

Additional information to consider:

- Proposals are for spring and/or summer 2027.
- Evaluation of the proposal will focus on the description of the Extension project and potential for student involvement.
- Likelihood of successful completion of the project within the timeframe of the funding will be considered.
- The project should involve an educator based in a county Extension office.



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- Students will be expected to present their project (poster or oral presentation) at a recognized event such as departmental symposia, Extension Agents Association meeting, biennial Extension conference and/or other local, state, regional or national meetings.
- Funds may be requested for wages for the student (minimum of \$11/hr), student travel expenses, supplies, or other reasonable items. Funds are not meant to support class projects.
- Equipment requests will not be funded.

The following information will be requested in the application:

1. Title of project
2. Faculty mentor name, title, email, and department
3. Cooperating educator name and county
4. Name of Departmental Financial Staff and their contact phone/email
5. Extension fund code number (3-XXXXXX) if available, and/or Departmental Teaching Account number (1-XXXXX9) into which awarded funds can be transferred. Provide the department name, department head, and Org Code. If the department does not have an Extension fund, it will be established if the scholar project is awarded.

A proposal and budget will also be required. Please prepare according to the information below in one Word document and upload into the application.

Proposal:

- a. 1-page proposal – single-spaced, 1-inch margins
- b. Description of the proposed project
- c. Expected role and proposed activities for the Undergraduate Extension Scholar
- d. Role of the cooperating educator
- e. Expected student products from the collaboration include:
 - i. Fact sheet, PPT, evaluation instrument, video, etc.
 - ii. Co-authorship on oral/poster presentations (locally, regionally and nationally)
 - iii. Other products

Budget:

Provide a one-page budget report that includes details for materials/supplies, travel or wages (including benefits) to include source and use of matching funds. Matching funds must meet or exceed the dollar amount requested (*please include source of matching funds*).