

CRC Travel Grant Form



Methodist University's
Center for Research and Creativity
Student Research
Travel Grant Application

Students wishing to travel to a professional conference are encouraged to apply for a Student Travel Grant. The application process is competitive. Applicants can request up to \$500.00 to cover travel and registration expenses. However, if a student is only attending a conference (i.e., not presenting, serving on a panel, etc.) then the maximum award is up to \$250.00. Students can apply for only one travel grant per academic year. If a group of students is attending the same conference, the group is encouraged to apply together.

*** Per Diem: Breakfast \$5.00, Lunch \$7.00, and Dinner \$12.00**

This grant is for student-based research only!!!

1. Please provide your contact information:

Name (First and Last)

Mailing Address (ex. 5400 Ramsey St)

City, State and Zip

Student ID Number

Email

Year in School (ex. Sophomore)

Major

2. If more than one student is attending the conference, please upload their information here:

3. Faculty Research Mentor(s)

First and Last Name (Primary Faculty Mentor)

Email

Department

First and Last Name (Secondary Faculty Mentor)

Email

Department

4. Name of Conference:

5. Are you presenting at the Conference?

Yes

No

If no, please remember the maximum grant amount is \$250.00.

7. In what capacity will you be participating?
8. Please attach confirmation of your acceptance letter/email confirming your participation.
9. Travel Start date:
10. Travel End date:
11. Please upload a travel description for this grant and how this will be utilized. No more than 500 words.
12. Please upload your budget to include the full cost of travel and how much you are requesting (up to \$500.00) and any additional funding information coming from another source should be provided also.
13. Note that if the grant is awarded, the recipient(s) are required to keep and provide receipts for the travel expenses purchased with this grant. Barring extenuating circumstances, students who receive research funding from the CRC are expected to submit an application to present at the annual Methodist University Research Symposium in either the same academic year of the award or in the following year.
14. Please upload all Student Applicant's Signatures with dates.

Thank you and if you have any questions, please contact:

Clay Britton, Ph.D.
Director, Center for Research and Creativity
910/630-7451
clbritton@methodist.edu

Or

Sheila Blue
Administrative Assistant
sblue@methodist.edu
910-630-7125