

# REQUEST FOR PROPOSALS:

## SPRING CYCLE

The Center for Undergraduate Research and Creative Activities is pleased to offer competitive funding to assist students in presenting scholarship and research at external conferences. In spring 2024, CURCA will offer competitive travel grants of up to \$500 for students who will present before September 30, 2024\*. Proposals will be evaluated on the basis of impact, the role of the student in the presentation, how this experience will help the student academically and professionally, and the budget (see rubric).

To apply, students should click the apply button on the right-hand side of the competition page and upload a packet consisting of the following on [InfoReady](#):

- A cover letter (2 pages max, exclusive of the budget) including:
  - A description of the impact of the conference itself (regional, national, undergraduate only, professional, etc.)
  - Information on \_\_\_\_\_ in the research/performance **and** presentation (first author, primary collaborator, etc.)
  - Whether this is a poster or oral presentation
  - The \_\_\_\_\_
  - Information on how the conference connects to the \_\_\_\_\_ -term professional and career goals.
  - A brief budget overview with corresponding evidence.
  - ***Please see rubric for specifics on each area***
- The original submitted abstract
- Proof of acceptance (or a statement of when that would be expected; students may apply in advance of acceptance.)
- A copy of the student travel authorization form (please see link on the competition page on InfoReady or email [curca@ung.edu](mailto:curca@ung.edu) for the form).
  - In addition, the original student travel authorization form that is signed in ink needs to be \_\_\_\_\_



