



## STUDENT RESEARCH PRESENTATION GRANT PROGRAM

### Guidelines and Instructions

**Application Deadline: Tuesday, September 24, 2024, 5:00 P.M.**

#### Program Description

The Center for Student Research (CSR) Student Research Presentation Grant Program enables students to present scholarly outcomes at professional conferences and meetings that have been peer-reviewed, juried, or selected by the major associations or societies in their fields. A maximum of \$500 *per application* may be awarded. **The funds may be used for conference registration/travel costs. If membership is required to present, please be aware all memberships must be approved on a case-by-case basis by the Provost.**

#### Eligibility

Student applicants must be undergraduate or graduate students currently enrolled at TWU at the time the application is made, and **funds must be expended by December 13, 2024.** This is a competitive award and only one research grant per student will be awarded per academic year (includes fall, spring, and summer). The award may be used to support one student or a group of students provided that each student supported is presenting. Applications to this competition must be supported by the student's faculty mentor and department chair or division lead. Only one application per student per competition is allowed.

#### Application and Submission Instructions

Complete the application form *and **follow all instructions.*** Make sure all items are clearly worded, complete, and as accurate as possible. ***Students are expected to fill out the application with guidance from their faculty mentor.*** Faculty mentors are not to complete the application for the student. The completed application form must be signed by the student, faculty mentor, and department chair (or equivalent). If more than one student will present, EACH presenter must complete an application. The application and any attachments must be emailed as .pdf documents to [studentresearch@twu.edu](mailto:studentresearch@twu.edu) with "CSR Presentation Grant Application" in the subject line. **Any application that is incomplete, hand-written, not signed, does not meet the deadline, and/or does not follow the instructions will not be reviewed.**

#### Review and Notification

Applications will be reviewed by the CSR Advisory Board after the deadline and applicants will be notified of the outcome as soon as possible after review.

#### Reporting Requirements

Each awardee must complete a report within two weeks of completion of the presentation. The Center for Student Research will email the student(s) and faculty mentor to request the report and provide the report template.



Application Deadline: Tuesday, September 24, 2024, 5:00 P.M. Please read and follow all guidelines and instructions.

**Student, Faculty, and Research Information**

Name:

Department:

Phone Number:

TWU Email:

Classification:

Undergraduate  Post-Bac  Masters  Doctoral

**FACULTY INFORMATION**

Name:

Department:

Phone Number:

TWU Email:

**RESEARCH INFORMATION**

Title of Presentation:

Names of Presenters:

**Conference Information**

Full Formal Name of Conference (no abbreviations):

Dates of Conference:

to

Location:

Status:

<input type="checkbox"/> Annual	<input type="checkbox"/> State	<input type="checkbox"/> Abstract not Submitted
<input type="checkbox"/> Bi-Annual	<input type="checkbox"/> Regional	<input type="checkbox"/> Abstract Pending
<input type="checkbox"/> Other	<input type="checkbox"/> National	<input type="checkbox"/> Abstract Accepted (attach notification to application)
	<input type="checkbox"/> International	



**SIGNIFICANCE OF THIS CONFERENCE TO YOUR FIELD:**

**SIGNIFICANCE OF THIS CONFERENCE TO YOUR PROFESSIONAL CAREER:**

**Abstract, Budget, and Signatures**

**ABSTRACT:**

**Please provide your abstract (condensed as needed) in the space provided below (~400 words).**



**BUDGET REQUEST:**

Conference Registration:

Conference Travel (transportation + hotel):

Other (Please describe below):

**TOTAL Estimated Costs (do not exceed \$500)**

Briefly describe "Other" expenses in the space below.

**SOURCES OF ADDITIONAL SUPPORT:**

If additional funding sources are available, please list below. If no other sources of funding are available and the cost exceeds the amount provided by this program, it is understood that the student is responsible for the remaining costs.

Please provide the total estimated amount your presentation will cost and the TWU Department/ Division/Office providing additional funding and amount (if applicable). Total estimated amount:

Provide any other information regarding expenses below (if applicable).

\_\_\_\_\_  
Signature of Student Presenter

\_\_\_\_\_  
Signature of Faculty Mentor

\_\_\_\_\_  
Signature of Chair/Lead/Director/Associate Dean

Email completed application to the Center for Student Research ([studentresearch@twu.edu](mailto:studentresearch@twu.edu)).