URC Funding Application

Dear Applicant,

The Undergraduate Research Council is a student organization under the Gordon College Student Association that provides grant money to Gordon students who wish to present their independent research at an academic conference related to their field of study. The Council also provides funding for students who wish to simply attend an academic conference with the purpose of advancing their own scholarly pursuits.

The following pages contain the grant application for URC funding. Completed applications along with pdf scans or electronic copies of all expense invoices/itemized receipts can be submitted for review by emailing urc@gordon.edu.

We are excited that you've chosen to pursue your research interests. If you have any questions about the application process, please reach out to *urc@gordon.edu*.

Thank you,

Jillian Wivell
Director of the URC

Everlea Sandford
Assistant Director of the URC

Dr. Kaye Cook
Advisor of the URC

Biographical Information

First Name: _____ **Last Name:** _____

Major(s): _____ **Minor(s):** _____

School Dean: _____ **Research advisor:** _____

Anticipated date of Graduation: _____

*Cumulative Grade Point Average: _____
*Grade point averages should be at least 3.0, though slightly lower GPA scores will be considered under extenuating circumstances

Conference Information

Conference Name: _____

Conference Address: _____

Date(s) of Attendance: _____

If you are planning to *present*, please provide your presentation topic:

_____

If you are planning to *attend*, please provide the conference topic:

_____

Qualifying Questions

If you are *presenting*, have you been accepted to present research at the conference that you are seeking grant money to attend?

Check one ___**Yes** ___**No** ___**Not applicable**

Did you seek funding from your academic department prior to applying for a URC grant? (You must do this before completing your application).

Check one ___**Yes** ___**No** ___**Not applicable**

Essay Questions

Why is this conference important in relation to your research, and what do you seek to accomplish by attending it?

In addition to your own scholarly and professional benefit, how will your attendance benefit the broader Gordon community? How do you plan on sharing your conference experience with the college?

Signature Section

Applicant: _____ Date: _____

Dean of School of Study
(Your signature confirms that the applicant first sought funds from his or her own academic department)

Signature: _____ Date: _____

Printed Name: _____

Research Advisor / Mentor

Signature: _____ Date: _____

Printed Name: _____

Anticipated Expenses

- Complete the table below - including all expenses you are seeking reimbursement for from your conference (conference registration, meals, transportation, parking, etc.).
- In your email to the URC, please *attach pdf copies of all invoices & itemized digital receipts* of associated expenses.

The URC will be in contact with you regarding your application and the approved reimbursement amount.

Expense type	Anticipated cost	Quantity	Total
Ex. Meal	*$15*	*3 (one day)*	*$45*
		Total amount requested	$

The following is to be completed by the URC

Total amount reimbursed by the URC: _____

The following signatures confirm the unanimous approval of the grant by the Undergraduate Research Council and the Gordon College Student Association

Director of the URC

Signature: _____ Date: _____

GCSA Student Body President

Signature: _____ Date: _____