



Centre for Undergraduate
Research Learning

Travel Grants - up to \$1500

Term Dates

1 (Fall): Sept. 1- Dec. 30 / 2 (Winter): Jan. 1 - Apr. 30 / 3 (Summer): May 1- Aug. 30

Travel Grant Application Instructions

Travel Grants assist students with the costs of presenting completed research at a scholarly conference. **Other types of travel (e.g: visiting an archive for an extracurricular research or community project) may be considered on a case-by-case; [contact us](#) with your ideas.** Priority will be given to applications on which students are listed as the presenting author, and applications to disseminate research projects that highlight research collaboration (e.g., collaboration between student researchers, and/or collaboration between student and faculty researchers).

Please note that you may apply for a Travel Grant BEFORE you have been accepted to the conference, but that you will only receive the Travel Grant AFTER you have provided CURL with proof of acceptance.

All Travel Grant Applications must include:

- The submitted conference abstract (including abstract title, student author, and faculty mentor/course instructor.) Note that a conference abstract is necessary for participation in most conferences--we would like to receive the same abstract that you sent to the conference leaders for consideration.
- The name, date, and location of the conference
- Your proposed dates of travel
- An itemized list of expenses (e.g: travel, housing, registration, etc.)
- Supporting documentation from a CURL Faculty Associate confirming that the student plans to attend AND that the student is presenting original work



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Travel Grant Rules & Regulations

1. Any student currently enrolled in a Huron Faculty of Arts and Sciences program (including students who take a minor at Huron but are primarily students of another campus) is eligible for CURL awards.
2. This grant is intended to be given as a reimbursement after the applicant pays for their travel costs. However, an advance on the final award amount if the applicant is unable to pay up front may be permitted upon approval from the CURL Awards Committee. Grant winners should contact CURL as soon as they are able if they need an advance.
3. This grant is intended to be used for travel, registration, housing, etc. for student presenters in undergraduate conferences. However, we may consider other types of research-based travel (such as attendance, not presentation, at a conference, or travel to an important non-local archive) on a case-by-case basis.
4. The grant may NOT be used to support travel required for a course assignment or academic program requirement.
6. All aspects of the application MUST be submitted by the appropriate term due dates:
Term 1 (Fall): Nov. 13, 2017. **2 (Winter):** TBD 2018. **3: (Summer):** TBD 2018.
7. All travel MUST be completed within the time frame of the award term:
1 (Fall): Sept. 1- Dec. 30 / 2 (Winter): Jan. 1 - Apr. 30 / **3 (Summer):** May 1- Aug. 30
8. Proof of acceptance to the conference MUST be provided to CURL before the funding is released, but not necessarily before the application is sent.
10. Any application for a Travel Award must be accompanied by documentation from a CURL Faculty Associate indicating their support for the application and the applicant's planned conference attendance, a detailed travel budget, and (if available) proof of acceptance.
11. Upon return from the conference, the successful applicant must submit a brief critical reflection to CURL regarding knowledge gained and outcomes of the travel experience. The report is due within 30 days of the return date.



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12. The use of a CURL Travel Award to attend another conference (in lieu of the applied for conference) of the same priority is permitted upon approval from the CURL Awards Committee. For example, if an applicant applied for the travel grant to present at Conference A, but are rejected from Conference A and are accepted to Conference B, we may still approve the grant. In this case, applicants must contact curl@uwo.ca as soon as possible.