

URS Conference Grant Student Application - Spring 2025

Start of Block: Conference Grant Application - Fall 2024

Q28 URS Conference Grant Application - Spring 2025 Please fill out the following information to apply for a URS Conference Grant. Please be sure you have read our updated policies and procedures for conference grants outlined on the URS website. This Conference Grant will cover up to \$800 of your expenses. We are unable to offer a higher amount at this time, regardless of the cost and location of the conference.

Q1 Student Information

First Name (1) _____

Last Name (2) _____

Duke Email (8) _____

Unique ID (begins with 0 or 1) (3)

Student ID (begins with 2) (4)

First Major (5) _____

Expected Graduation Year (YYYY) (6)

Q20 Duke Faculty Research Mentor Information *An email will automatically be sent to your mentor after submitting this application asking them to complete a form to endorse/recommend that you attend this conference. Please take the responsibility to make sure that they received the email, and be careful to enter the CORRECT email for your mentor. If you have multiple mentors, please choose one to provide the required support information. *Please note: This recommendation must come from a faculty mentor, not a graduate student or post-doc.*

Duke Mentor First Name (1)

Duke Mentor Last Name (2)

Duke Mentor Email (3)



Q22 Faculty Mentor Department

▼ African & African American Studies (1) ... other department... (50)

Q4 If other department

Q37 Are you a Pratt School of Engineering student?

Yes (1)

No (2)

Skip To: End of Survey If Are you a Pratt School of Engineering student? = Yes

Q5 Conference or Meeting Information

Name of Meeting (1) _____

Sponsoring Organization (2)

Start Date (MM/DD/YYYY) (3)

End Date (MM/DD/YYYY) (4)

Link to meeting website (6)

Q21 Attendance of conferences or meetings, and the award of a URS conference grant, does not 'officially' excuse absences from class or missed deadlines. For this reason, conference awards are rarely made for more than three days of missed classes. Before you apply, check on your syllabi and speak with your instructors to ensure that your conference will not adversely affect your coursework.

I understand that award of a conference grant will not excuse me from classes and verify that my travel dates will not adversely affect my course work. (1)

Q35 How will you be participating in the conference/meeting?

Presenting Research and Attending (2)

Attending Only (1)

Skip To: End of Survey If How will you be participating in the conference/meeting? = Attending Only

Display This Question:

If How will you be participating in the conference/meeting? = Attending Only

Q40

Is this conference related to research you are currently doing?

- I am currently doing research related to this conference but am choosing not to present (1)
- I'm currently doing research but not on anything related to this conference. (2)
- I'm not currently doing research at all (3)

Display This Question:

If How will you be participating in the conference/meeting? = Presenting Research and Attending

Q32 Has your abstract already been accepted?

- Yes (1)
- Not yet (2)

Display This Question:

If Has your abstract already been accepted? = Not yet

Q33 When do you expect to hear about your abstract submission and will this affect your desire to attend the conference? Please explain.

Q39 How will you be attending this conference?

- Virtual (1)
- In-person (4)

Display This Question:

If How will you be attending this conference? = In-person

Q30 Review current Duke travel policies (see Duke Global Administrative and Travel Support). If you have questions about this policy or your location, please contact globaltravel@duke.edu. Do you have the required permissions, and have you followed the required steps for Duke-funded travel to the location in which this conference is being held?

Yes. (1)

Display This Question:

If How will you be attending this conference? = In-person

Q31 In-Person Conference Location Information

City (1) _____

State (2) _____

Country (3) _____

Page Break _____

Display This Question:

If How will you be participating in the conference/meeting? = Presenting Research and Attending

Q8 Presentation Information Title of presentation

Display This Question:

If How will you be participating in the conference/meeting? = Presenting Research and Attending

Q30 Please select all that apply to you or your project:

- STEM Research (9)
- Social Sciences Research (10)
- Humanities Research (6)
- Community-Engaged Research (5)
- Global Health Research (7)
- Bass Connections Project (8)
- Energy Related Project (1)
- COVID-19 Related Project (2)

Display This Question:

If How will you be participating in the conference/meeting? = Presenting Research and Attending

Q6 Indicate how and when this research was done (check all that apply)

- Research in a course or Independent Study (1)
- Research in a Summer program (2)
- Research done during work study or paid assistantship (5)
- Research while volunteering (6)
- Other (4) _____

Display This Question:

If How will you be participating in the conference/meeting? = Presenting Research and Attending

Q7 Will you present an oral presentation/performance or poster?

- Oral presentation or performance (1)
- Poster (2)
- Oral presentation/performance and poster (3)



Q24 How will attending this conference contribute to your academic goals and professional development? (1,500 characters max)

Q10

Conference Budget Information This is meant to make sure you understand all of the costs associated with attending a conference. Even if you have a plan for covering all of the costs, please itemize the expected cost of travel (airfare, ground, bus, etc.), lodging, registration fee, meals, poster printing, etc. You are required to outline all expenses. Failure to indicate full costs of the conference will void your application. The URS conference grant does not cover all of the expenses that are required to attend a conference, so it's important to demonstrate that you've thought through your expenses and considered the resources that you have available to you. Later, you will be asked to list your other sources of funding.

- Airfare (1) _____
- Ground transportation (8) _____
- Lodging (2) _____
- Registration Fees (3) _____
- Required Membership Fees (If applicable) (9) _____
- Poster printing (if applicable) (6) _____
- Meals (7) _____
- Other (11) _____
- Budget Total (10) _____

Q24 Please list other confirmed funding sources and allocated amounts to demonstrate how you have thought through your expenses and considered the resources you have available. *This may be other grants, your mentor's resources, your own pocket, etc.*

Page Break

Q39 This conference grant can be used to have URS pay directly for registration or travel costs (if less than \$800) or can be used for reimbursement after the conference takes place. The maximum conference grant award from URS is \$800. Please indicate if you would like to work with URS Program Coordinator Sarah Koop to have URS pay for registration/travel costs directly or work with her to be reimbursed.

- Direct payment by URS (1)
 - Reimbursement (2)
 - A combination of both (3)
-

Q27 Agreement If awarded a conference grant, I agree to give a poster presentation of my project at Duke's Undergraduate Research Symposium in April; For the safety and wellness of our community, I agree to adhere to the Duke Compact and Workplace rules and regulations;

I understand that I must submit a reflection to the URS office via a link they provide in the award letter within two weeks after the conference; Finally, I understand that if URS pays for registration fees or airfare for me to attend the conference I must actually attend the conference. Failure to adhere to any of this agreement will mean that I am not be eligible for any future funding from URS, including conference grants, independent study grants, assistantship grants, or Deans Summer Research Fellowship.

- Check this box to confirm you are a Duke University student and that you agree to the terms detailed above. (1)

End of Block: Conference Grant Application - Fall 2024
