

Cornell University Graduate School

350 Caldwell Hall
Ithaca, NY 14853-2602

Date _____

RESEARCH TRAVEL GRANT APPLICATION Form F7

The Graduate School awards a small number of grants for academic-year, research-related travel in the United States and abroad. These grants are for travel that is directly related to dissertation research, not conference travel. Recipients must be enrolled (fulltime or In Absentia) in a graduate Research (MA/MS, MFA, DMS, JSD or PhD) degree program through the Graduate School and be registered at the time of the award.

CHECKLIST AND INSTRUCTIONS

- Description of research project.** Write and attach a one page description of the research project. See below.
- Itinerary.** List your proposed itinerary in the space below.
- Budget.** Attach a budget statement including the information requested below.
- Complete the form below.** All information on this form, excluding signatures, should be printed or typed. For more information, contact the Graduate Student Services Office at (607) 255-5820.
- Recommendations and signatures.** Get a signed endorsement from your special committee chair along with a signature from your DGS.
- Return this completed form to Graduate School Student Services, 143 Caldwell Hall, by Oct. 1 for fall travel and Feb. 1 for spring or summer travel.**

BIOGRAPHICAL INFORMATION

_____	_____	_____	_____
Cornell ID number	NetID	E-mail address	
_____	_____	_____	_____
Last name	First name	Middle initial	Gender
_____	_____		
Academic program (Field)	Degree program		

DEGREE-RELATED INFORMATION

Date of first registration in Graduate School: _____

Date of A Exam, passed or scheduled: _____

Date you expect to complete your degree program: _____

RESEARCH PROPOSAL

Attach a one-page description of the research project that clearly states your research project topic and why it needs to be undertaken at the proposed location at the proposed time. These are competitive grants; applications should make a clear link between the proposed research travel and the student's degree objectives. Applications which fail to present a compelling justification for the proposed project will be at a significant disadvantage. Awards are to fund trips of 3-5 weeks in duration in support of post-A Exam independent research travel. Applications that are essentially full semester funding requests will not be considered. Request from prior recipients will be given low priority.

PROPOSED ITINERARY

Location: _____	Duration of stay: _____
Location: _____	Duration of stay: _____
Location: _____	Duration of stay: _____

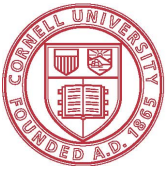
BUDGET STATEMENT

Attach an itemized budget, showing expenditures for food, lodging, transportation, and any other categories for each segment of your itinerary. Please note that the Graduate School seeks to award a maximum number of grants from limited funds. For this reason, students are encouraged to submit requests that reflect careful budgeting. For example, applicants should use public transportation, plan on preparing their own meals whenever possible, and secure modest accommodations. Research travel grants are not intended to act as full semester fellowships.

RESEARCH WITH HUMAN PARTICIPANTS

___ This project will involve research with human participants as defined by Cornell policy (See the decision tree at <http://www.irb.cornell.edu/documents/Decision%20Tree%20%28August%202013%29.pdf>) Research activities may not commence until the researcher receives a written letter of approval from Cornell's Institutional Review Board (IRB) or a notice of exemption from IRB review. Submit a completed application to Cornell's IRB for review at <http://www.irb.cornell.edu/>. Contact the IRB office if you need assistance (irbhp@cornell.edu).

___ This will not involve research with human participants



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LIVE VERTEBRATE ANIMALS FOR RESEARCH, TEACHING OR TESTING

___ This project requires the use of live animals for research, teaching or testing. Research activities may not commence until the researcher receives a written letter of approval from the Institutional Animal Care and Use Committee (IACUC) <http://www.iacuc.cornell.edu/>. Contact the IACUC office for assistance (iacucmailbox@cornell.edu)

___ This project does not involve use of live vertebrate animals for research, teaching or testing.

SPECIAL COMMITTEE CHAIR ENDORSEMENT

The chairperson must submit a letter of recommendation for the student's proposed project in a sealed signed envelope. The letter should be attached to this form and returned by Oct. 1 for fall awards and Feb. 1 for spring and summer awards to Graduate School Student Services, 143 Caldwell Hall.

Chairperson signature

Date

DGS signature

Date