**Research Project Funding Request**

Dear OMS,

Applications for travel/publication support should be submitted at least **2 weeks before the planned** **activity** for consideration for funding by the COMP Research Committee. Receipts for reimbursement must be received by the Committee **within 30 days of travel**. Please submit your completed form and receipts to Jeannette Dowling (jdowling@westernu.edu).

Step 1: Contact Information

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Email: ­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

College/Campus: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dates of Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Primary Research Mentor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(May be an outside physician or research scientist)

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**If your primary mentor is not WesternU faculty, you must identify a WesternU faculty member in addition to your primary mentor:**

WesternU Faculty: ­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

College / Dept.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Application for Funding: (Please note one student can receive up to $1500 per year; student teams can apply for the same project, but the per project funding is also $1500/project). Up to $500 (included in the $1500/project total) will be considered for publication fees. Committee will decide on the amount of funding based on a variety of factors including impact factor, predatory journals, role of student in project and authorship rank.**

1. Please provide the name of the meeting you plan to attend:
2. What are the dates you plan to attend the meeting?
3. Have you requested and been approved for time off?
4. Please provide the url of the meeting you plan to attend:
5. Please paste in presentation title/authors/abstract:
6. Please attach a pdf copy of the email or letter that notes acceptance of the abstract/poster/oral presentation:
7. Who is the presenter?
8. Have you applied for a travel award from the meeting sponsor (if travel awards are available, you must apply before requesting funding support from Western U)?
9. Do you have any other source of funding for this meeting? If yes, how much?
10. Has this research taken place on campus or off campus?
11. Has this research taken place while you were a WesternU student? If activities started prior to joining WesternU, please elaborate what part of the research has been done while you were a student:
12. Is your affiliation on the poster/presentation listed as WesternU? If no, please explain why and what your affiliation is listed as:
13. Please indicate which of the following will you be requesting and an estimated cost (please attempt to keep costs low by carpooling/roommates if possible):

□ Hotel estimated cost:

□ Travel (mileage or flight) estimated cost:

□ Registration estimated cost:

□ Poster printing estimated cost:

Pomona students are strongly encouraged to use the poster printing service at the WesternU Multimedia department. Go to: request.westernu.edu and select Videography/Photography/Poster printing

□ Abstract Submission Fee estimated cost:

Travel/conference funding requests require budget approval (signature) by Research Mentor:

Signature:­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_