# Travel/Travel Related Funding Application

# Office of Research Services

# (Revised July, 2019)

**DEADLINE: Can be submitted anytime**

*Please read Funding Announcement Information at* [www.ucdenver.edu/ors](http://www.ucdenver.edu/ors) *before completing this application.*

1. THIS APPLICATION MUST BE WRITTEN FOR AND ACCESSIBLE TO NON-EXPERT/LAY REVIEWERS.
2. LINE SPACING NO LESS THAN 1.5, FONT SIZE NO LESS THAN 12, FONT MUST BE TIMES NEW ROMAN
3. PLEASE ATTACH A 2-PAGE CV.

## Applicant Information

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| --- | --- | --- | --- | --- | --- |
| Name: |  |  |  | Date: |  |
|  | Last | First |  |  |  |

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| --- | --- | --- | --- | --- |
| Department: |  | | |  |
|  |  | | |  |
| Phone: |  | Email |  | |

|  |  |
| --- | --- |
| Title of Project: |  |

|  |  |
| --- | --- |
| Amount Requested from ORS: |  |

|  |  |
| --- | --- |
| Amount of Match |  |

## Required Match

*A one-to-one match is required.*

Please have the responsible party for the match send email verification to [carie.carroll@ucdenver.edu](mailto:carie.carroll@ucdenver.edu).

## Project Description

Explain the importance of the requested travel in terms of your creative activities (limited to one page)

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| *Since ORS has been receiving many travel requests, some funding priorities need to be imposed – priority will be given (1) to requests to give an invited talk, (2) to untenured, tenure track faculty, (3) to accepted talks at highly regarded conferences, and (4) to faculty without other financial support. Documentation to support these priorities must be supplied as part of this application. Only under very unusual circumstances can awards from ORS exceed $1,500.* |

## Additional Project Information

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| (i) How does this travel advance the applicant’s career? We want to know exactly how the requested travel will advance your career and your research aims.  (ii) What specific outlets for the work accomplished in the project are likely (exhibits, journal articles, etc.,)  (iii) What other external support might arise upon successful completion of the project (matching funds, in-kind support, etc.) |

## Applicant’s Pending and Current Funding

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| (a) Pending proposals: (title, agency, amount, date submitted, when will decisions be made)  (b) Current funding: (title, agency, amount, duration) |

## Detailed Budget

*Provide a detailed budget for the ORS request as well as the matching funds.* Explicitly indicate where you are traveling and when.

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## Detailed Budget Justification

*Provide a detailed budget justification.*

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## Pledge to Report Signature

I pledge to report to the Office of Research Services the projects outcomes at its conclusion and to update ORS on future developments related to the initial funding.

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| --- | --- | --- | --- |
| Signature: |  | Date: |  |