

Graduate Student Association Council (GSAC)
Graduate Student Research Funding Application Form

Section One: Guidelines

1. **What can I be reimbursed for?** The purpose of this Graduate Student Research Funding Request Form is to provide currently enrolled graduate students (which includes continuous enrolled students) at the University of Denver with an opportunity to receive funding for expenses incurred while conducting and completing research that is essential to their academic/professional careers.
2. **How much can I ask for?** Graduate students currently enrolled at DU may request a **maximum of \$200** for research funding.
3. **How many times can I apply for funding from GSAC?** Each graduate student may apply for and receive GSAC funding **ONCE** each academic year. This means that each graduate student at DU can only apply for and receive conference/convention funding **OR** research funding once in an academic year.
4. **When is this application due?**
All funding requests for Fall quarters are due by **November 1st**, Winter quarters are due by **March 1st**, Spring quarters are due by **April 6th**. The processing of request forms will occur at the GSAC meeting immediately following the due date. Requesters will receive a notice as to the acceptance or rejection of their funding request no later than **one week** after the last GSAC meeting of the quarter.
5. **Complete applications must contain:**
 - Reimbursement Request Form
 - You must complete the entire application form.
 - Include **the applicant's DU STUDENT ID number (87*****)**
 - **ALL THREE signatures**
 - Only original or facsimile signatures will be accepted. Proxy signatures and/or verbal permission signatures in absentia will not be accepted
 - Supporting documentation
 - Current curriculum vita or resume
 - Description of the:
 - Research goals
 - Rationale
 - Methodology
 - Explanation of how this research contributes to the body of research in your respective field
 - Proof of IRB approval from the University of Denver's Institutional Review Board (IRB) for the Protection of Human Subjects (i.e., photocopy of the IRB approval form, written letter from the IRB stating that your research study has been approved, etc.).

6. **What are the implications for requesting and receiving research funding from GSAC?** All currently enrolled graduate students who receive research funding from GSAC will need to participate in the annual Graduate Student Research Day at the University of Denver. More specifically, participation in the annual Graduate Student Research Day will occur the Spring quarter following the graduate student's approval for research funding by GSAC. For example, if the graduate student is funded during the Winter quarter, she/he will need to participate in the annual Graduate Student Research Day the Spring quarter immediately following. Information about the annual Graduate Student Research Day at DU and your involvement with this event will be mailed/mailed to you before the actual event.
7. **What happens if I do not participate in the annual Graduate Student Research Day?** If you are unable to participate in the annual Graduate Student Research Day at DU, you will be required to either:
- participate in a ***GRADUATE STUDENT COLLOQUIUM***. This colloquium will be held for the GSAC Executive Council and Members and all other graduate students who would like to attend.
- OR**
- ***RETURN*** the funding given to you. The funding needs to be returned by the end of the Spring quarter in which the graduate student did not participate in the annual Graduate Student Research Day.
8. **Who do I give my application to?** All applications should be submitted to the current GSAC President by the appropriate due date. It is the sole responsibility of the student to make sure the application is appropriately delivered. Applications received after the deadline will not be considered. The address is listed below:
- | | |
|-------------------------------|--------------------------|
| GSAC President | 2199 S. University Blvd. |
| Office of the Vice Provost | Mary Reed Bldg. Room 3 |
| Graduate Studies and Research | Denver, CO 80208 |
9. **What if I have questions about this form?** If you have any questions regarding the application process, please contact your GSAC Representative. For a list of the GSAC Representatives at DU, please visit our website at <http://www.du.edu/gsac> and click on "CONTACT US."

Section 2: Graduate Student Research Funding Application Form

Submit this **form** along with **additional paperwork** by the appropriate due date to:

GSAC President
Office of the Vice Provost
Graduate Studies and Research

2199 S. University Blvd.
Mary Reed Bldg. Room 3
Denver, CO 80208

PLEASE NOTE: ONLY ONE APPLICATION PER STUDENT PER QUARTER. In addition, all currently enrolled graduate students who receive research funding from GSAC will need to participate in the annual Graduate Student Research Day at the University of Denver. More specifically, participation in the annual Graduate Student Research Day will occur the Spring quarter following the graduate student's approval for research funding by GSAC.

Date: _____

Student's Name: _____ Student's Banner ID: _____

Student's Mailing Address: _____
(The above address is where your reimbursement check will be mailed.)

Student's Email: _____ Student's Phone #: _____

What degree are you pursuing?

- | | |
|--------------------------------------|---|
| <input type="checkbox"/> Certificate | <input type="checkbox"/> EdS |
| <input type="checkbox"/> Masters | <input type="checkbox"/> JD |
| <input type="checkbox"/> Masters/PhD | <input type="checkbox"/> Other degree/certificate |
| <input type="checkbox"/> PhD | _____ |

Anticipated Graduation Date: _____

Current Enrollment:

- Full Time (8+ quarter hours)
 Part Time (1-7 quarter hours)

Graduate School/College/Program: _____

Graduate Student Association (GSA):

- | | |
|--|---|
| <input type="checkbox"/> COESA (Education) | <input type="checkbox"/> GSIS (International Studies) |
| <input type="checkbox"/> CRGSA (Conflict Resolution) | <input type="checkbox"/> GSPP (Professional Psychology) |
| <input type="checkbox"/> GBSA (Business) | <input type="checkbox"/> GSSW (Social Work) |
| <input type="checkbox"/> GSAC (Association Council) | <input type="checkbox"/> ILIFF (DU/Iliff Joint PhD) |
| <input type="checkbox"/> GSFF (Four Faculties) | <input type="checkbox"/> SBA (Law) |

Name of Research Project: _____

When is the start and finish dates for this research project? _____

Are you currently conducting this research for your thesis or dissertation? YES NO

Amount of Funding Requested: \$ _____ (\$200.00 MAX)

