

## 2023-2024 Student Performance, Exhibition, Competition, or Presentation Grant Guidelines

Maximum Grant Amount:

Undergraduate: \$300

Graduate: \$500

*Students may receive the award only once per academic year, and only one per project.*

### Application Requirements

Semester-Specific Application Deadlines:

Fall Events (September-December) Deadline: October 9, 2023

Spring Events (January-April) Deadline: March 18, 2024

Summer Events (May-August) Deadline: June 24, 2024

*If the submission date of your event date prevents you to applying by the deadline contact Kara Owens (989-774-1318).*

Author/Performer:

Applicant must be a student currently enrolled at CMU at the time of the event. Multiple student authors/performers must identify one student as the group applicant.

Project Description & Participation Evidence:

Applicants must provide a project description and evidence of participation in the event such as an acceptance email or an event program book that includes the applicant's information.

Prospectus Requirement (Graduate Students Only):

Graduate student applicants must confirm that they have an approved prospectus for their research.

University Review Board Approval Evidence\*:

Applicants with a project involving any of the following groups must provide the approval or determination of exemption email from the appropriate committee. A project that is pending with any of these approval boards is not eligible for funding.

- Institutional Review Board (IRB): Research involving humans
- Institutional Animal Care & Use Committee (IACUC): Research involving non-human vertebrate animals, cuttlefish, squid, octopi, or modification of habitat to evaluate the impact to these groups
- Institutional Biosafety Committee (IBC): Research involving recombinant DNA

\*Graduate students must also be in a program that requires a thesis/dissertation and have an approved prospectus.

Faculty Supervisor Approval & Matching Funds:

Applications must have a faculty supervisor's signature and at least 25% matching funds from a CMU source.

Academic Honesty:

As a student at Central Michigan University, applicants are participating in a community of scholarship based on the values of honesty, respect, fairness, and responsibility. Applicants are expected to adhere to the CMU policies on academic integrity stipulated in the CMU Bulletin. In all academic work, applicants must adhere to the highest standards of integrity. Applicants must not cheat, plagiarize, or receive inappropriate assistance in completion of this grant application and project. Failure to adhere to standards of academic integrity may result in forfeiture of grant funding.

### Grant Recipient Requirements

Funding & Reimbursement:

Funding is provided on a reimbursement basis. Eligible expenses: registration/application/entry fees, travel expenses, and shipping costs. Ineligible expenses: presentation supplies, project development-related, and meal expenses. Reimbursements are applied to the student's CMU account. Students may be taxed on their reimbursement, especially travel reimbursement. Please contact Payroll (Warriner 204, 774-3481) with any tax questions. If you are a non-resident alien, there may be treaty benefits available. ORGS will not transfer funds from this grant to faculty members that have an internal or external grant that provides funding for student expenses. Funds remaining after one year from the award date, or if the student graduates

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or leaves CMU, will revert back to ORGS.

Recipients must fulfill the following obligations. Failure of the student to fulfill these obligations will result in the faculty supervisor being ineligible to have a student apply for these funds for a period of three years.

- Recipients are required to present at the Student Creative & Research Endeavors Exhibition SCREE the Spring semester after the award. Recipients are not automatically entered into SCREE; it is the responsibility of the student to register for the exhibition.
- Recipients are required to submit video footage (30-90 seconds) to the ORGS ([cgsforms@cmich.edu](mailto:cgsforms@cmich.edu)) within three months of an award letter. ORGS may develop this footage into a video to be shared via social media by the ORGS.
- Any publications using data generated from this project must acknowledge the ORGS at Central Michigan University as a funding source.