The goal of the CEHS Student Professional Development Grant Program is to promote the professional growth of CEHS graduate and undergraduate students. Grants awarded through this program will provide funds for graduate and undergraduate students to participate in a professional meeting, conference, or other training or professional development experience.

**Award Allowances:**

Individual awards of up to $500 are possible. Funds can be used for registration fees, airfare, mileage, meal per diem, lodging and other conference-related expenses. Students who have received an award within the past 24 months will not be eligible for new funding.

Note that out of state travel funds are only available when such travel is allowed; i.e., there is no University travel ban in place. International travel requires a formal petition and approval prior to travel.

**Eligibility for Funding:**

1. Student must be matriculated in an academic program (i.e., working toward a degree) in the College of Education and Human Sciences. Both graduate and undergraduate students are eligible.

2. Student must be in good academic standing. Preference will be given to graduate or undergraduate students with “B” average (3.0 GPA) or better.

3. Priority will be granted to students who have an active role in presenting research at a refereed conference (especially as lead author). In addition, preference will be given to students whose research presentation aligns with the CEHS strategic priorities emphasizing diversity, equity, and inclusion; thriving young children; strong communities; and comprehensive health and well-being. To receive priority consideration, evidence of acceptance is required.

**Application Procedures:**

Submit your application via email to Sandie Hager (shager2@unl.edu). Complete applications include (a) the application form, and (b) three attachments. All documents are to be merged as one pdf file prior to submission. The application form is attached; the three attachments include the following:

1. A statement prepared by the student of no more than 250 words summarizing:
   - student’s goal for attending the meeting/conference;
   - the research to be presented, if applicable;
• student’s contribution or role in the event (e.g., lead presenter, co-presenter, conference participant);
• alignment with the CEHS grand visions;
• current GPA; and
• relative importance of student’s attendance at this conference or event to their professional growth

2. Confirmation of acceptance of the research to be presented at the conference to receive priority consideration. If confirmation of acceptance has not been received by the due date, it will be required prior to the release of funds.

3. A 3-5 sentence statement from the student’s advisor describing their academic progress and the significance of their participation in the conference or event.

**Funding Cycles and Due Dates:**

Awards will be made across two funding cycles (Fall and Spring). At least two awards will be made per year across the two funding cycles. Receipts for out-of-pocket expenses will be required for reimbursement.

Applications for the Fall cycle are due **May 1**; announcements of awards will be made by May 15. The Fall cycle will support activities occurring between July 1 and December 31.

Applications for the Spring cycle are due **December 1**; announcements of awards will be made by December 15. The Spring cycle will support activities occurring between January 1 and June 30.

**Summary of Dates**

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<thead>
<tr>
<th>Cycle</th>
<th>Due Date</th>
<th>Award Date</th>
<th>Activities</th>
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<tbody>
<tr>
<td>Fall</td>
<td>May 1</td>
<td>May 15</td>
<td>July 1 – Dec 31</td>
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<tr>
<td>Spring</td>
<td>Dec 1</td>
<td>Dec 15</td>
<td>Jan 1 – June 30</td>
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**Review Process:**

Applications will be reviewed by the CEHS Research Committee. Decisions will be based on the student’s contribution to the work (if applicable), the relative importance of the conference or event to advancing the student’s career, the student’s academic progress, alignment with CEHS grand visions, and availability of funding.

Questions regarding this program or eligibility for funding should be directed to Susan Sheridan, Associate Dean for Research and Creative Activity; ssheridan2@unl.edu.
CEHS Student Professional Development Grants Application Form

Submit with accompanying information to Sandie Hager (shager2@unl.edu)

Student Name: Date of Submission:

Major/specialization: Degree Sought:

Address: NUID:

E-mail: Phone:

Name of Conference or Professional Event (no acronyms, please):

Sponsoring Organization:

Dates of Conference/Event:

Title of Research Paper to be Presented (if applicable):
  • Please attach confirmation of acceptance.

How will you be attending this event? ___ Live ___ Virtual
  • If live, what is the location of this event (city, state, country)?

What is the scope of this conference/event?
  ___ Regional ___ National ___ International

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<tr>
<th>Amount</th>
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<tr>
<td>Registration fees</td>
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<td>Airfare/Mileage</td>
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<td>Ground transportation (e.g., taxi, service)</td>
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<td>Lodging</td>
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<td>Meal per diem</td>
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<tr>
<td>Materials/Supplies (e.g., copies, poster)</td>
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<td><strong>Total Request</strong>*</td>
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* Documentation of attendance at conference/meeting will be required prior to disbursement of funds.

Applicant Signature: