

REQUEST FOR PROPOSALS:

SPRING CYCLE

The Center for Undergraduate Research and Creative Activities is pleased to offer competitive funding to assist students in presenting scholarship and research at external conferences. In spring 2025, CURCA will offer competitive travel grants of up to \$500 for students who will present before September 30, 2025*. An online application submitted to the competition on InfoReady is required. Please see below for application requirements. Proposals will be evaluated on the basis of impact, the role of the student in the presentation, type of conference, how this experience will help the student academically and professionally, and the budget (see rubric).

To apply, students should click the apply button on the right-hand side of the competition page and upload an application consisting of the following on [InfoReady](#):

* Students with unique issues related to travel dates should reach out to curca@ung.edu for guidance.

In addition, students must submit either a DocuSigned or original, signed travel authorization form to the CURCA office. Please coordinate with your department to arrange a DocuSigned student travel authorization form and email a completed copy to curca@ung.edu. If you are turning in an original, signed copy please drop it off to our office at Dunlap 108A in Dahlonga or Administration 111 in Gainesville. **This document needs to be submitted before 3:00 pm on the competition closing date (Jan. 31). Students on campuses other than these can mail the original authorization forms through campus mail. *Note that copies are not accepted; this form must either contain your original signature in ink or signed electronically through DocuSign.*

Applications missing any of the four

CURCA can only reimburse undergraduate awardees who will present at external conferences. If you are a senior and your presentation for your research occurs after you graduate, contact the CURCA office to discuss.

If at any point a CURCA travel grant awardee knows they will not be utilizing their grant, they must email CURCA right away so we can reallocate funds to other awardees or programs.

All reimbursements must be made in consultation with the travel office and in compliance with state law. We encourage you to check with us before making any non-refundable reservations.

The deadline for funding requests for the spring cycle is January 31, 2025 at 11:59 pm. Students who plan to attend and present at conferences after September 30, 2025 should wait until the next round of funding is announced for fall. Students may apply for up to two conferences, but