

CEM Faculty Research Travel and Publication Application (Component of the CEM New Research Enrichment Plan)	
Traveler / Author:	Department:
If Student: <input type="checkbox"/> Undergraduate <input type="checkbox"/> Master's <input type="checkbox"/> PhD	Advisor Approval:
Goal: To increase the research productivity and competitiveness of faculty and research staff.	
Expectation: Travel and/or publications should be used to develop contacts, build networks, meet with potential clients, publish essential findings or other activities that can lead to a successful proposal submission.	
Guidelines: <ul style="list-style-type: none"> Travel priority is given first to faculty, second to Postdocs and third to PhD students Matching funds are expected (50% match minimum) Any student request should come from the student's faculty advisor Student travel to conferences limited to those with published proceedings Publication assistance given for Tier 1 and 2 publication as determined by your department A short report summarizing potential opportunities is expected Request not to exceed \$1000 for faculty and \$400 for students unless justified Save as PDF and submit this and all attachments as ONE PDF file 	
Due Dates: Monthly on the first of the month. Awards announced on the last day of that month	
Notes Funding for awards is allocated from F&A returns generated by CEM researchers. Therefore, the expectation is that the travel and publication will lead to the development of research proposals.	
This request is for:	
<input type="checkbox"/> Travel: Check purpose and list agency/conference <input type="checkbox"/> Funding Agency: _____ <input type="checkbox"/> Conference: _____ <input type="checkbox"/> Podium Presentation <input type="checkbox"/> Poster <input type="checkbox"/> Attending Only (no paper) <input type="checkbox"/> Proceedings published <input type="checkbox"/> Conference is Peer Reviewed <input type="checkbox"/> Industry Sponsor: _____ <input type="checkbox"/> Other: _____ Note: CEM Employee Travel Authorization Form must be attached including dates of travel.	
<input type="checkbox"/> Publication Fees: Provide the following information Outlet (journal/conference title): _____ Tier Level (see departmental listing): <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> not ranked Note: A copy of the publication must be attached.	
This travel/publication will contribute to the growth in research by (limit to 200 words):	
I expect the following outcome (limit to 100 words or less):	
Total Cost of Trip/Publication:	Match from Other Sources:
Requested From Council:	Amount Approved:

Draft C2 – 6/4/21 Attach all supporting attachments to an email addressed to Dr. Michael Mann at michael.mann@und.edu. For assistance with this form, email Dr. Anna Crowell at anna.crowell@und.edu.