

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, research staff, and students.	
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 is limited to those with published proceedings• Publication assistance given for Tier 1 and 2 publication is determined by your department• A short report summarizing potential opportunities is expected• Request not to exceed \$1,000 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 research proposal development.	
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:

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Attach all supporting attachments to an email addressed to Dr. Daniel Laudal at daniel.laudal@und.edu. For assistance with this form, email Dr. Anna Crowell at anna.crowell@und.edu.