

Bulldog Student Travel Award Program

The Bulldog Student Travel Award Program provides funding to enable students to present (or co-present) scholarly and creative work at conferences, symposia, or other venues, whether held online or in person. Awards up to \$1,500 are available to student presenters [in cases of multiple student authors, only the presenter(s) is or are eligible for an award]. The funds will be disbursed until all funds have been exhausted. It is recommended that you apply as early as possible. The forms for faculty and students are online with links provided below. Total funding available in the Bulldog Student Travel Award Program is currently \$6,000 per academic year, \$4,500 of which is reserved for awards to undergraduate students. For any questions, including the status of funding at this moment in time, please contact the Office of Research and Sponsored Programs at research@ferris.edu.

Applications for awards are invited from undergraduate, professional, and graduate students. To be eligible:

- Your work is not funded by Ferris State and/or an external agency, program, etc. that includes funds to support student presentations.
- Your proposal to present your scholarly or creative work at a conference, symposium or other venue has been accepted and includes at least one FSU faculty co-author.
- Complete the online application at least three weeks prior to the start of the event at which you are presenting. Again, we recommend applying as soon as possible.
- Request a reference letter from each (if more than one) faculty co-author. Details about the application and reference letter are below.

The Student Application (see below for the link to the application) seeks the following information:

1. Your name and name of your degree program at FSU.
2. The abstract and/or other information you submitted in the presentation proposal, including all authors' names. This would presumably include your name, your faculty co-author's name, and any additional authors' names.
3. A copy of the letter, email, or other communication that indicates your proposal was accepted.
4. An itemization or budget describing costs associated with you presenting at the event. This might include costs associated with airfare, ground transportation, registration, lodging, meals not provided at the event, etc.
5. The name(s) of FSU faculty who is or are co-authors with you on this work.
6. Indicate if you requested letter(s) of reference from the FSU faculty with whom you are a co-author.
7. A statement describing why you are interested in this research and/or creative work, and what, if any plans you have to continue this work.

If you receive an award, you will have assistance in completing the necessary pre-travel and post-travel processes at Ferris State. You are also required to provide a copy of the proceedings (e.g., schedule, program) and additional documentation from the event such as photos, a PDF of the poster (if a poster presentation), PowerPoint slides, etc. These may be used to celebrate and showcase your work and to promote the Bulldog Student Travel Award Program at FSU and in news or marketing outlets. Priority will be given to students who have not previously received a Bulldog Student Travel Award.

The Student Application is [here](#).

The Faculty Supporting Documentation (see below for the link to the form) seeks the following:

1. Documentation indicating you sought financial assistance from your College, School, Department, and/or Program for the student's travel, and the response you received.
2. A description of your experience working with the student.

The completed application must be received at least three weeks prior to the start of the event at which the student will present or co-present the work.

The Faculty Supporting Documentation form is [here](#).

Application Review

Applications completed at least three weeks prior to the start of the event at which the student is presenting or co-presenting will be considered for funding.

The Review Committee is comprised of:

- A faculty or staff member from each of FLITE, FCTL, and ORSP
- One undergraduate and one graduate student.

The review criteria are:

Student Application

- Was it received at least three weeks prior to the start of the event?
- Has the student previously received a Bulldog Student Travel Award?
- Is the application complete?
- Does the statement describing why you are interested in this research and/or creative work, and what, if any plans you have to continue this work provide the reader with clear and thoughtfully presented answers to each question?

Faculty Supporting Documentation

- Was it received at least three weeks prior to the start of the event?
- Was documentation provided that indicates funding for the student was sought from the College, School, Department, and/or Program?
- Was documentation provided that indicates the response to the request for funding for the student?
- Does the description of your experience working with the student give the reviewers a good understanding of this experience?

Funding for the Bulldog Student Travel Award Program is provided by the Ferris Library for Information, Technology and Education (FLITE), Faculty Center for Teaching and Learning (FCTL), and Office of Research and Sponsored Programs (ORSP). If you have questions about the Program, please contact the Office of Research and Sponsored Programs at research@ferris.edu.

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