

FAQs

• WHAT CAN THE MONEY BE USED FOR?

The money can be used to buy things needed for graduate student research, such as

- Equipment: e.g. fish tanks, test tubes, maze materials, costumes
- Poster Printing
- Research Specimens: e.g. fish, cell samples
- Hardware Costs, computer hardware in particular, though scenery also counts
- Photocopying Costs, for questionnaires, for conference hand-outs

The money can also be used to help pay for the costs of attending an academic conference, if you are an active participant (e.g. giving a paper, doing a poster presentation, participating in a round-table discussion (registration fees, housing, transportation costs etc.)).

The money can be used to help pay for the costs of going off-campus to conduct research (travel, housing, etc.).

Remember that all materials purchased remain the property of UofL. The money CANNOT be used for personal copies (e.g. books needed to prepare for comprehensive exams), membership dues or fees, or classroom expenses.

• WHAT DOES A GOOD APPLICATION LOOK LIKE?

A good application has a clear and detailed narrative, which explains why you want the money and how the money will help you accomplish your project, whether that be to participate in a conference, complete your doctoral or master's level research, or improve your professional competencies. Be as specific as you can be in the description of what you want to do.

A good application includes supporting documentation, which can include the abstract of a conference paper, as well as proof that the abstract was submitted and/or accepted. Other types of documentation could include information on the research location where the student hopes to work (a print-out of the www page describing the resources at that library), or price lists that support the equipment costs detailed in the budget.

A good application has a detailed budget, explaining all the costs involved, even though not all these costs will be covered by this grant, if funded. Print outs of airfare quotes can be useful; confirmation of costs is always a good idea. Two **fictional** budget examples are provided here:

Attend conference in Chicago, Illinois, March 8-10, 2015	
Conference registration:	\$ 80
Housing at conference, \$75/night * 3 nights,	\$225
Transportation to Chicago by car (\$.55/mile)	\$330
Meals (\$50/day)	<u>\$200</u>
Total expected costs:	\$835

Lab equipment needed for experiment	
2 fish tanks (\$100 each)	\$200
200 fish	\$200
Fish tank filters (\$75 each)	\$150
Fish food	<u>\$100</u>
Total budget:	\$450

- WHAT'S THE GSU GOT TO DO WITH THIS?

The GSU distributes these funds on behalf of the Dean of the College of Arts & Sciences. The GSU restricts the funds to students in those departments that have had regular representation at GSU meetings over the course of the previous semester.