

## Student Study (Domestic and International) Grant

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2019-20

This competitive grant provides partial support for students to study in either the United States or in foreign countries. Funding is intended to help defray costs such as travel and lodging that are associated with such study.

**Applications due:** September 27, 2019, 5:00 p.m., for funding period 1  
March 2, 2020, 5:00 p.m., for funding period 2

**Funding periods:** 1: January 1, 2020 – August 15, 2020  
2: May 1, 2020 – December 31, 2020

**Maximum funding amount:** \$2,000

### Guidelines

- **Eligibility:** Students must be enrolled on a full-time basis at the time of application and be making satisfactory progress toward a degree in one of the undergraduate or graduate degree programs offered in the College. Students who are pursuing multiple majors must have the Hixson-Lied College of Fine and Performing Arts as their home college to qualify for funding.
- **Scope:** Funds may be used to support short-term study (several weeks) as well as long-term study (a semester, a summer, or a full year), but may not be used for tuition or course fees of any kind. Students must be able to demonstrate a strong commitment to their studies, as well as the relevance of this project to their academic and professional development. The proposed program of study must be a formal study program (i.e., study must be done at an established institution or program) related to the applicant's degree program at UNL.
- **Time frame:** Proposed study must be completed prior to graduation.
- **Off-campus activities:** All awards are contingent upon adherence to University policy governing off-campus activities.
- **Sponsor:** Students must be sponsored by a faculty member in their department/school.

### Application

Applications are submitted through NUGrant ([nugrant.unl.edu](http://nugrant.unl.edu)). Go to “Internal Competitions”, create a new application, and select the appropriate grant from the drop-down menu. Applicants are required to upload to the NUGrant application form the following documents:

1. Hixson-Lied Grant Budget Worksheet (Excel spreadsheet template, available for download at the college website) – **must be submitted in Excel format**
2. Project description, a three-page maximum document (Word or pdf format) that provides:
  - a. A description of the proposed course of study (include information about the sponsoring institution or organization)
  - b. A description of how the applicant was selected to participate in the program
  - c. A description of how the proposed activity relates to the applicant's program of study and long-term artistic/scholarly goals
  - d. A statement on whether the activity will still be possible with partial funding
3. A brief biography and representative list of significant accomplishments, two pages maximum (Word or pdf)
4. A recommendation letter from the faculty sponsor that addresses the quality of the applicant's work and scholarly/artistic accomplishments and supports the applicant's statement as to the relevance of the program to the applicant's program of study. This letter may be uploaded to NUGrant by the applicant or e-mailed directly to [HL-Grants@unl.edu](mailto:HL-Grants@unl.edu).

Applications and all supporting material must be submitted by the deadline above. Incomplete or late applications will not be considered. Documents exceeding maximum page lengths will not be considered.

### Review and notification

Applications are reviewed by the Undergraduate and Graduate Student Advisory Boards and evaluated according to the following criteria:

- Completeness, accuracy, and clarity of budget and other accompanying documents
- Significance of proposed activity to the applicant's program of study and long-term goals
- Level of competition or selectivity for acceptance to the program
- Strength of faculty letter(s) of recommendation

The Associate Dean makes awards based on the Advisory Board's recommendations. Applicants will be notified of decisions on awards within approximately 6 weeks of the due date.

### Final report

A final report is due no later than 30 days after the completion of the activity. Use the final report template provided with your award letter, or download it from the HLCFPA website. Submit the report to [HL-Grants@unl.edu](mailto:HL-Grants@unl.edu) and to your School Director. No applications for future funding will be considered for any individual who has not completed an overdue report.

If you have questions regarding the application process, please contact Associate Dean Christopher Marks at [cmarks2@unl.edu](mailto:cmarks2@unl.edu), 402-472-9339.