



Hamel Center for Undergraduate Research

Research Presentation Grant Application Guidelines

Research Presentation Grants are intended for UNH undergraduates who plan to present the results of their research to professional conferences, government agencies, profit or non-profit entities, or at other academic institutions. If the application is approved, the Hamel Center provides support for travel expenses and conference registration fees only (not meals or lodging; not trip insurance). *Travel and conference expenses may not be covered fully by the Hamel Center; award amounts will vary, based on available funds. First priority will be given to students who have not already received Research Presentation Grant funding within the same academic year.*

Eligibility Requirements:

- Student must be enrolled as an undergraduate at UNH at the time of application.
- Student must be presenting on research conducted while an undergraduate at UNH.
- Student must have received written notice of acceptance to present at an off-campus conference.

Award amount:

- Varies, based on available funds. The grant provides support for travel expenses and conference registration fees only (not meals or lodging; not trip insurance).

Application Deadline:

Rolling deadline. Students are encouraged to submit their complete application promptly so that it can be reviewed and, if approved, travel arrangements can be made in a timely fashion. Awards will not be made retroactively for conference travel that has already taken place.

I. A complete Research Presentation Grant application includes:

- Application Cover Sheet:** Print and complete the cover sheet online.
- Abstract of your paper/project.** Submit an Abstract of 250 words minimum. Include the project title and author(s) with the Abstract – e.g., if more than one author, include the names of all authors in hierarchical order (i.e., first author, second author, etc.) or the names of all co-authors.
- A copy of your acceptance to present at a venue off campus.** (Formal letter or email)
- Budget.** Print and complete the online budget form.
- Faculty Recommendation Form and signed letter of recommendation.** A “UNH Faculty Mentor Recommendation” form is available online. Print this form, complete the top portion, and give it to your UNH research mentor. Your faculty mentor should complete the bottom portion of the form, attach the form to his/her signed letter of recommendation, and submit it *with the application* in a sealed, signed envelope.
- If the research you are presenting was conducted under the supervision of a non-UNH research mentor** (e.g., if the research was conducted as part of an REU, or sponsored by another institution or one of its faculty), then your application must also include a letter from the non-UNH mentor. See the guidelines for this letter online.

II. Submitting your application:

- Submit the original application, in the order listed above,** to the Hamel Center for Undergraduate Research. *Applications will not be considered until all required documents have been submitted.*
- Students will be notified of a decision within two weeks of application submission.

All [Research Presentation Grant application materials](#) can be found on the Hamel Center website.

Questions? undergrad.research@unh.edu

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