



The College of Arts & Sciences considers student collaboration and creative endeavors to be a vital part of a student's education. Therefore, the college has established the Student Competition/Performance Award to make possible student participation in events such as the Model UN, Ethics Bowl, Collegiate Leadership Competition, and performances. Faculty advisors/sponsors with student groups demonstrating dedication to competitions and/or performances may apply for these awards. Awards are available up to \$1000 and there must be some support provided by the Department.

### Guidelines

#### Applications

- Applications should be completely filled out by the faculty advisor/sponsor.
- Applications must be endorsed by the department chair.
- Evidence of acceptance to the competition/performance should be provided if possible.
- Applications must be submitted prior to travel.

#### Other Requirements

- Student must be a current NKU student both at the time of the competition/performance and at the time of funding disbursement. So if a student graduates in May and travels after graduation date they will not be eligible for this funding.

#### Award Funds

- Funds may only be applied to competition/performance related expenses including airfare, mileage, lodging, parking, and registration fees.
- For groups requesting funds, the students and faculty agree to follow all University rules and regulations related to student travel. Funds allowable by University regulations will only be reimbursed after completion of trip with proper documentation. Students may want to familiarize themselves with student travel regulations established by the Comptroller's Office at <https://inside.nku.edu/comptroller/travel/student.html>.
- Award funds are discretionary and based on availability of funds.

#### Reporting

- The faculty advisor/sponsor is required to report on the competition/performance (pictures are strongly encouraged), prior to September 1, 2019. Please provide a summary of what students learned and what they gained from this experience. Reports can be submitted to Dr. Bethany Bowling, Associate Dean at [bowlingb2@nku.edu](mailto:bowlingb2@nku.edu).

Applications are accepted Aug 24, 2018 and Jan 22, 2019 for travel ideally ending prior to June 30, 2019. (For extraordinary circumstances, we may be able to fund travel that occurs up to the start of the fall 2019 semester.) Please complete the following application, obtain the department chair signatures, and attach required documentation. Applications can be delivered to the College of Arts & Sciences Dean's Office in Steely Library 410 or emailed to Dr. Bethany Bowling, Associate Dean at [bowlingb2@nku.edu](mailto:bowlingb2@nku.edu). If you have questions please contact Dr. Bowling at [bowlingb2@nku.edu](mailto:bowlingb2@nku.edu) or (859)572-5415.

Complete the form describing the competition/performance in which the students will participate. Send the form and any attachments to College of Arts & Sciences Dean's Office in Stealy Library 410 or [bowlingb2@nku.edu](mailto:bowlingb2@nku.edu) by the deadline. Decisions regarding funding will be made as soon as possible by the review committee and college.

Faculty Advisor/Sponsor: \_\_\_\_\_ Department: \_\_\_\_\_

E-mail address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Have you received funds to support student participation in a competition/performance in the past?

Yes No If yes, Date Received \_\_\_\_\_ Amount \$ \_\_\_\_\_

Source of funding: \_\_\_\_\_

Title of Competition/Performance: \_\_\_\_\_

Location (if appropriate): \_\_\_\_\_

Date(s): \_\_\_\_\_

Estimated Cost: \_\_\_\_\_ Amount Requested from the college: \_\_\_\_\_

Are you requesting money from another sponsor? Yes No (If yes, amount requested? \_\_\_\_\_)

Please provide a brief description of the competition and/or performance:

Students participating (if applicable):

Preparation plan:

Please provide an itemized account of costs associated with your research project (Include all expenses and their funding sources even if the total exceeds \$1000):

Faculty Advisor/Sponsor: \_\_\_\_\_ Date: \_\_\_\_\_

By signing, the faculty advisor/sponsor indicates the importance of this student competition/performance to enhancing the students' academic experience.

Department Chair: \_\_\_\_\_ Date: \_\_\_\_\_

By signing, the department chair indicates the importance of this student competition/performance to enhancing the students' academic experience.