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**UNDERGRADUATE
GRANT-IN-AID
IN HISTORY**

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The History Department has a fund to help reimburse expenses for travel, photocopying, and other approved research activities incurred by undergraduates enrolled in 400-level history courses or in the History Department Honors Program or by special permission.

Deadline: Friday, March 6, 2009

**APPLICATION FORMS ARE AVAILABLE IN THE
HISTORY DEPARTMENT'S MAIN OFFICE**

NAU Department of History
UNDERGRADUATE GRANT-IN-AID IN HISTORY
Application

The History Department has a modest fund to help reimburse expenses for travel, photocopying, and other approved research activities incurred by undergraduates enrolled in 400-level history courses or in the History Department Honors Program or by special permission. Applicants must work with a faculty project advisor who will most likely be the course instructor or honors project advisor.

Deadline: Friday, March 6, 2009

TO APPLY:

- 1) Complete this application form.
- 2) Accompany the application with a letter of support from the project advisor.
- 3) Put documents 1) and 2) in an envelope addressed to Prof. Ana Varela-Lago and deliver the envelope to the History Department office, or send the documents as email attachments to: Ana.Varela@nau.edu
- 4) Submit a 1-2 page follow-up report within one month of incurring the approved expenses describing how the funds were spent and how they contributed to the project.

Name _____ NAU ID # _____

Email _____ Phone _____

Street address _____

Project advisor _____

Project Title _____

Please describe the project for which you seek support, explaining how the requested funds are necessary to the completion of your project.

Budget Worksheet:**Travel:**

From:

To:

Mileage: _____ x. 44.5 cents per mile =
 (Use Mapquest to calculate miles).

_____ requested.

Photocopying:

Number of pages _____ x. 10 cents per page =

_____ requested.

Other research expenses:

Describe and justify: _____ =

_____ requested.

Total requested = _____

OFFICE USE ONLY

APPROVED AMOUNT \$ _____ by _____ (signature)

date _____

Notes:

UNDERGRADUATE GRANT-IN-AID IN HISTORY
Follow-up Report

Name _____

Project Title _____

for funds approved by the Undergraduate Committee on (date) _____

Please describe how the funds were spent and how they contributed to your project.

Student's Signature _____ Date _____

Project Advisor's Signature _____ Date _____

UGC Chair's Signature _____ Date _____