

**Undergraduate Global Research Fellowship**

**APPLICATION – 2022**

***Due Monday, March 7, 2022***

Applications must be submitted as **ONE** pdf to halle.global@emory.edu and must include, in this order:

1. Completed cover page
2. Research proposal – 500 words or less
3. One to two-page C.V.
4. Confirmation of acceptance or application to an honors or capstone program (an email sent to you by your department and converted to pdf)
5. Budget proposal for international travel (use worksheet provided) and supporting documents.
6. Budget approval from advisor (an email sent to you by your advisor and converted to a pdf)
7. Unofficial Emory transcript
8. A contingency proposal (250 words) with virtual research and/or domestic travel if Emory University pandemic-related travel restrictions prevent international research. \*

A letter of recommendation from the thesis or capstone project advisor should be sent directly to halle.global@emory.edu. This letter should address how the advisor knows the student, the abilities the student brings to the project, the merits of the project, and the potential significance of the proposed research.

It is the applicant’s responsibility to ensure that all materials, including the letter of recommendation, reach the Halle Institute by the deadline. Incomplete applications will not be considered.

**\****Virtual research and domestic travel will* ***only*** *be allowed if international travel is not permitted by Emory University covid-related policies.*



**Undergraduate Global Research Fellowship – Cover Page for Application**

**NAME:**

**STUDENT ID NUMBER:**

**EMAIL:**

**MAJOR:**

**SECOND MAJOR (if applicable):**

**PROPOSED HONORS/CAPSTONE PROJECT TITLE:**

**LOCATION OF TRAVEL:**

**ADVISOR’S NAME AND DEPARTMENT:**

**COMMITTEE MEMBERS’ NAMES/DEPARTMENTS:**



**Undergraduate Global Research Fellows**

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**BUDGET WORKSHEET**

Strong proposals will include clear details, price-comparisons, and demonstrated effort toward cost-effectiveness.

Grant funding may be awarded for costs such as: travel expenses (including international airfare, local public transportation, housing, groceries, and other costs associated directly with your research.) It will not pay for extra expenses like sight-seeing. Your request should not exceed $4000.

Please total your expenses, provide comparisons when appropriate (housing/airfare), and submit documentation of the estimated costs. Documentation may include screenshots of estimated flight costs, fee schedules for ground transportation, screenshots of housing website with estimated costs, etc.

The funds requested must be aligned with and/or appropriate for the proposed research. Please insert lines as needed.

*Please note that non-allowable expenses include purchasing equipment of a sort involving normal operations (e.g., personal computers, standard lab equipment in the field); purchasing books, cameras, or computer software, subscribing to professional journals, conference attendance.*

**NAME:**

**LOCATION OF TRAVEL:**

**DATES OF TRAVEL:**

**TRANSPORTATION** (*cost comparisons are key for airfare justification*):

 **AIRFARE**: Airline/Destination: $\_\_\_\_\_\_\_

 **LOCAL TRANSPORTATION**: $\_\_\_\_\_\_\_

**HOUSING** (*include comparisons of suitable options*): $\_\_\_\_\_\_\_

**FOOD**  $\_\_\_\_\_\_\_

**SCANNING OF PRIMARY RESOURCES:** $**\_\_\_\_\_\_\_**

**OTHER** *(provide detailed explanation)*: $\_\_\_\_\_\_\_

**TOTAL $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**REPORT OTHER FUNDING & SUPPORT** Provide information about other awards received or for which you have applied. If you receive other awards, you will be expected to communicate that to Halle and your award may be adjusted, as appropriate.

***For more information, please contact:***

Kelly Richmond Yates, Associate Director, Halle Institute for Global Research: Kyates2@emory.edu

<http://halle.emory.edu/student-opportunities/halle-fchi-fellows.html>