Undergraduate Student Engagement Travel Grant (USET) Application Preview

Intro Questions
Thank you for your interest in the Undergraduate Student Engagement Travel (USET) Grant!

Before beginning this application, please note that if you log out of the application, you must log back in on the same computer to pick up where you left off. Additionally, you will be required to upload the following documents at the end of the application. Please prepare these materials in advance so you can submit them with your application:

- **Budget**: USET Budget Template
- **Experience Timeline**
- **Transcripts**
- Students will also need a faculty or staff reference to prepare a letter of recommendation and submit it using the reference form. **Applications are not complete until we receive a reference letter. Letters must be received by the 15th of the month.**

Applications are reviewed on a rolling basis after the 15th of each month, with notification of results by the end of that month.

If you have any questions, please contact the USET Team at ugresearch@niu.edu.

Do you have a minimum of a 2.75 GPA?

- Yes
- No

*Only students who have a 2.75 GPA or above are eligible to apply for USET. Please reapply only when you have met these conditions.*
Which category are you applying for?
- Travel to Conferences or Competitions
- NIU Faculty-led Study Abroad
- Service Based Experience
- Other Student Engagement Experience

Contact Information
- First Name
- Last Name
- ZID
- Major
- College
- Preferred Email
- Preferred Phone
- Current Year in School
- Recommender's Name
- Recommender's Email

Demographic Information
The following information will be used to help us better analyze our data and better serve NIU's diverse populations of students.

In which college do you study?
- Business
- Education
- Engineering and Engineering Technology
- Health and Human Sciences
- Law
- Liberal Arts and Sciences
- Visual and Performing Arts

What is your major?
▼ Accountancy (B.S.) (1) ... Other (58)

What is your year in school?
- Freshmen
- Sophomore
- Junior
- Senior
- Other

What is your gender?
- Male
- Female
- Prefer not to answer
What is your ethnicity?
- African American
- American Indian or Native American
- Asian
- Hispanic
- Pacific Islander
- White
- Other
- Prefer not to answer

Are you a first-generation college student?
- Yes
- No

Are you an international student?
- Yes
- No

**Service Based Experiences Application Questions**
This category covers expenses incurred by the students participating in service based experiences, such as program costs of an alternative break.

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**Project Title**: ______________________________________________________________

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If you are working with a nonprofit community, organization or agency, please include their information below.
Examples of these types of organizations include community based nonprofits, Habitat for Humanity, Equal Justice, Teach for America, or other similar organizations.

- Name of Organization (1) __________________________________________________
- Organization Website (5) ________________________________________________
Significance (Essay)
Explain the significance of your experience and its potential to benefit society or contribute to achieving specific societal outcomes (i.e. the big picture).

How do you plan to share your experience? Examples include poster, report, a publishable article or chapter, a performance, a policy recommendation, or other. *Other examples include professional development, the advancement of knowledge in your career field, and more.*

Be as specific as possible (Minimum of 150 words).

Student Academic Experience (Essay)
Indicate how the proposed experience is expected to enhance your academic experience and future career. (Minimum of 150 words)

Q21 Does this experience tie into a specific course?
- Yes (List course below) (1) _____________________________________________
- No (2)

End of Block: Service Based Experiences

Travel to Conferences or Competitions Application Questions
This category covers travel expenses incurred by students. Projects may be mentored by faculty or staff, as appropriate.

Conference Information:
- Sponsoring Agency: _________________________________________________
- Conference Title: _________________________________________________
- Conference Website: ______________________________________________
- Conference Location (city, state): _________________________________
- Conference Start Date (Month/Day/Year): ___________________________
- Conference End Date (Month/Day/Year): _____________________________

If this is a professional meeting, is it:
- State
- Regional
- National
- International
What is your role in the conference? Please note, your role does not impact your eligibility for funding.

- Presenter
- Organizer
- Participant
- Volunteer

Additional Question for Presenters:
Presentation Title: __________________________________________________

Significance (Essay Question)
Explain the significance of your project and its potential to benefit society or contribute to achieving specific societal outcomes (i.e. the big picture).

How do you plan to share your experience? Examples include poster, report, a publishable article or chapter, a performance, a policy recommendation, or other. *Other examples include professional development, the advancement of knowledge in your career field, and more.

Be as specific as possible (Minimum of 150 words).

Student Academic Experience (Essay Question)
Indicate how the proposed experience is expected to enhance your academic experience and future career. (Minimum of 150 words)

End of Block: Travel to Conference

NIU Faculty-led Study Abroad/Away Programs Application Questions
This category covers expenses incurred by the students participating in a study abroad program

Program/Trip/Project Information:
- Title of program/trip/project: __________________________________________________
- Destination (include address): __________________________________________________
- Start date of trip (Month/Day/Year): _____________________________________________
- End date of trip (Month/Day/Year): _____________________________________________
- Anticipated project completion date (Month/Day/Year): ____________________________

Significance (Essay Question)
Explain the significance of your project and its potential to benefit society or contribute to achieving specific societal outcomes (i.e. the big picture).

How do you plan to share your experience? Examples include poster, report, a publishable article or chapter, a performance, a policy recommendation, or other. *Other examples include professional development, the advancement of knowledge in your career field, and more.

Be as specific as possible (Minimum of 150 words).
Student Academic Experience (Essay Question)
Indicate how the proposed experience is expected to enhance your academic experience and future career. (Minimum of 150 words)
Other Student Engagement Activity Application Questions
This category covers expenses incurred by the students participating in other student engagement activities not previously listed.

Describe the engagement opportunity in detail. (Essay Question)

Significance (Essay Question)
Explain the significance of your project and its potential to benefit society or contribute to achieving specific societal outcomes (i.e. the big picture).

How do you plan to share your experience? Examples include poster, report, a publishable article or chapter, a performance, a policy recommendation, or other. *Other examples include professional development, the advancement of knowledge in your career field, and more.

Be as specific as possible. (Minimum of 150 words)

Student Academic Experience (Essay Question)
Indicate how the proposed experience is expected to enhance your academic experience and future career. (Minimum of 150 words)

End of Block: Other Engagement Activity
**Additional Information for All Categories**

Do you have any additional funds for this project? If so, describe below.

- Yes (Please describe): _________________________________________________
- No  (2)

Please describe the impact of the financial support on your participation in this experience. (Essay Question)

**Additional Documents for All Categories**

Download and submit the budget template, available here: [USET Budget Template](#)

All applicants are required to submit an itemized budget when completing the USET application. Any budget submission that is not completed using the provided template will not be considered. It is important that applicants are **as specific as possible** when submitting their budget. If applicable, please include mileage, airfare, hotel/lodging, registration fees, per diem costs, and any miscellaneous expenses.

If selected, students will receive up to $500 in funding. Eligible expenses include (but are not limited to):

- Conference registration fees
- Travel expenses (excluding local transportation; e.g.: travel in DeKalb County)
- Program costs (service-based experiences)
- Lodging associated with the travel experience)
- Per diem costs associated with the trip (e.g.: food)

**Please note, only submit items that are not covered by other funding sources and include comments for those considered priority. Maximum amount of budget should be $500.**

Upload a detailed timeline of your proposed experience.

Upload your unofficial transcripts.

Please have your letter of recommendation complete the [recommendation form](#) for your application to be considered complete. Letters of recommendation must be submitted by the 15th of the month.

End of Application