

DePaul University
College of Liberal Arts and Social Sciences
Undergraduate Research Fund

Program Description and Application Guidelines

Purpose: The Undergraduate Research Fund (URF) Program was created to support DePaul undergraduate students by reimbursing the expenses incurred for participation in scholarly meetings to which they have been invited to share their research or creative work. The URF provides funding for registration, travel and accommodation only.

Eligibility: The URF is available to students whose primary major is in the College of Liberal Arts and Social Sciences. (For a complete list of LAS majors, see [here](#).) Applicants must also be full-time students in good academic standing with an overall GPA of 3.00 or higher. Students may receive more than one award per year, but preference is given to applicants applying for the first time within the academic year. Previous awardees are eligible to reapply in subsequent years. The URF supports students who are sole or main authors and are identified as presenters in the conference program or in a letter of acceptance from the conference organizers (proof of acceptance is required as part of the application).

Applications: Applications are reviewed and decisions made on a rolling basis throughout the academic year until funds are depleted. Applications may be submitted online as soon as a student has received confirmation of their acceptance in the event's program. In that application, students will be required to provide the name of a faculty member who has agreed to endorse their application.

Apply online at: <https://lascollege.depaul.edu/grants>.

Funding Amounts: While students are encouraged to seek other sources of support, the URF is committed to reimbursing the registration, travel and accommodation costs necessary for the student to present at these events. Unless otherwise requested due to financial hardship, reimbursements will be made after travel has occurred.

Eligible and Ineligible Expenses: The URF will not cover food expenses incurred while travelling, nor will it reimburse students for attending a conference without presenting at it. When traveling to and from airports (transfer costs), the URF will reimburse for public transportation or shuttle bus services or their equivalent. Only in extraordinary circumstances, such as safety concerns due to an early or late flight, would taxi charges be reimbursable.

Evaluating Committee: URF applications are reviewed by the LAS Committee for Undergraduate Research.

For further information, contact:

Margaret Storey
Interim Associate Dean for Undergraduate Studies
mstorey@depaul.edu