

# Student Application for Chandler Senior Experience Funds



Through a generous bequest from George '51 and Marjorie '44 Chandler, Lawrence has a fund to support the pursuit of ambitious or distinctive *Senior Experience* or honors projects with costs from \$300 to \$3,000.

## Funding Rules

- **Eligible expenses:** Funds may be used to reimburse actual expenses for materials, services, or travel needed to complete or present a scholarly or creative project. Students who receive funding for a project may request additional funds to present the project at a professional meeting or conference.
- **Ineligible expenses:** Funds may not be used for tuition or fees for study abroad or other academic programs, stipends, housing on or near campus, personal technology purchases, entertainment, or services by members of the Lawrence faculty.
- **Equipment purchases:** Any equipment purchased remains the property of Lawrence University.
- **Required documents:** Every application requires a faculty recommendation from a project advisor in the major (for a *Senior Experience*) or relevant field (for an honors project). To receive funding for research involving human participants, you must submit an approval letter from the [Institutional Review Board \(IRB\)](#). To receive funding for domestic travel, you must submit the trip proposal and personal info & release form from the [Academic Travel website](#). For [international travel](#), information must be entered into the Off-Campus Programs system no later than six weeks before departure.
- **Maximum funding:** \$3,000 per project. No student may receive more than \$3,000 total from this fund.

## How to Apply

1. Develop a proposal. Work with your project advisor to prepare a detailed plan, timetable, and budget.
2. Complete this application form. Save the completed form as “**Lastname-application.**” Email the application to the Associate Dean of the Faculty at [assoc\\_dean\\_fac@lawrence.edu](mailto:assoc_dean_fac@lawrence.edu).
  - For a partner or group project: Submit a single application. Identify all group members and note which members are requesting funds for a *Senior Experience* or honors project.
  - For research involving human participants: You must receive approval from Lawrence’s Institutional Review Board (IRB). Have your project advisor help you complete the process on the [IRB website](#).
  - For domestic travel: Provide costs for airfare (search with Google Flights), ground transportation, lodging, and conference fees. Limit: \$1,500. With your application, submit the required travel forms from the [Academic Travel website](#).
  - For international travel: Provide costs for airfare (search with Google Flights), ground transportation, lodging, conference fees, and LU travel insurance (\$42 per month). Lawrence will not fund travel to a country with a State Department travel advisory at level 3 or higher without an approved exemption. See the [Student International Travel Process website](#).
3. Have your project advisor submit the faculty recommendation form. This form is available on the [Senior Experience website](#). The advisor should email the completed form to the Associate Dean of the Faculty.

Applications are accepted at any time and can take up to two weeks to review once all documents are received. For international travel: applications are due October 15 for December travel, January 31 for spring break travel, and six weeks in advance for summer travel.

# Student Application for Chandler Senior Experience Funding

Date:

Amount Requested:

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## Student Information

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Name:

Major(s):

LU ID Number:

Expected Graduation (mo/yr):

E-mail:

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## Project Information

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Project Title:

Project Advisor:

Overview (3 sentences):

Timetable (list of dates and activities):

Itemized Budget (list of expenses with totals; indicate any items funded by other sources):

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## Questions

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How is this project ambitious or distinctive?

How will the results of this project be shared with the campus?

Will you undertake this project as part of a course or while studying abroad? If so, identify the course or study abroad program and the proportion of time to be spent on project-specific activities.

Have you applied for other sources of funding? If so, describe and include the amounts requested.

What would you do if offered less than you requested? How would you adjust the project?

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## Project Details

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Describe your project using the headings below. (Answer here or attach a project proposal.)

- For scholarly work: Research Question / Theoretical Framework / Methods / Expected Findings / Implications
- For creative activity: Purpose / Concept / Methods / Expected Products / Significance