



Application Process

- Awards will be offered biannually (in the fall and spring terms)
- Applications will be available throughout the year
- The Review Committee will review applications during the second or third week of the fall and spring terms. If application is submitted after the review committee meets, application will be reviewed at the next cycle.
- Members are encouraged to apply for funding prior to incurring expenses. Priority will be given to applicants who have not yet completed the professional development opportunity.
- Application materials required:
 - Google Form available on the CMiS website
 - ≤ 500-word personal statement (submitted through the Google Form) that addressed the following:
 - Reason and/or motivation for attending the professional development opportunity
 - Benefit of attending the professional development opportunity for both the applicant and the advancement of the mission of CMiS
 - Specify how applicant meets the specific criteria outlined for the award in questions (see below)
 - Any other relevant information for the review committee to consider
- Applications materials must be submitted through the Google Form posted on the CMiS website under the “Funding Opportunities” tab
- Applicants may only apply for one of the two Travel Awards each cycle

Selection Criteria

To be eligible for CMiS Travel Awards, applicants must:

- Be a current CMiS member in good standing (having paid the annual membership dues of \$5)
- Submit all application materials prior to the application deadline
- Preference will be given to those who have not received a CMiS Travel Award in the past

Travel Awards Offered

CMiS Excellence in Research Travel Award

Award prioritizes applicants:

- Of traditionally underrepresented ethno-racial and/or cultural minorities (including students of low income/socioeconomic backgrounds)
- Presenting their research at academic conferences
- Who can speak to how their experiences engaging with or being part of an underrepresented minority group have influenced their academic path

CMiS Community Engagement Travel Award

Award prioritizes applicants:

- Attending conferences with an emphasis on diversity and inclusion (e.g. SACNAS)
- Presenting their research at academic conferences

- Demonstrating strong leadership and dedication to community engagement

Review Process

- A new committee will be formed for each application cycle
- Committee will consist of two CMiS board members and one UO faculty member
 - Committee members cannot apply for an award while serving
 - Faculty members cannot serve on the committee if their student(s) is applying for an award
- At the beginning of each application cycle, the Treasurer will inform the committee of the funding available prior to meeting
- The Vice President will compile and anonymize applications (name, financial need) before distributing to the committee
- The committee will review applications anonymously to increase objectivity in the process
- If the committee is split between multiple candidates, they will consider financial need

Award Policy

- All applicants must fill out a waiver if funds will be used for travel
- CMiS will only cover costs up to the amount awarded
- Award will be given in the form of a reimbursement for travel/registration fees
 - If students are unable to cover initial costs, they can contact the Treasurer to discuss having CMiS cover costs upfront
- If recipient is presenting their work, acknowledgement of CMiS funds must be shown
- Following the conference, recipients are required to submit a short paragraph outlining their experience to share on the CMiS website (submit within 1 month of return)
- Recipients are encouraged to share photos from the conference with CMiS to post on the website and social media (email to cmis@uoregon.edu)
- Reimbursements must be submitted within 60 days of the end of conference date, or funds will no longer be available to award recipient