

Application for Student Research Awards

Office of Defense Engagement

The Office of Defense Engagement (ODE) strongly encourages students to gain research experience. Therefore, the ODE offers up to \$6000 to support student participation in SOFWERX research internships and up to \$500 to support student participation in professional meetings sponsored by or of clear relevance to the Department of Defense. Students should apply for funding after receiving notification that they have been selected for the internship or after their abstract for an oral or poster presentation has been accepted. All CSU students in good academic standing are eligible. Students must be enrolled at CSU during the internship period or meeting. Award criteria include academic standing, merit, and financial need.

For internships, application deadlines to SOFWERX are 1 February (for summer internships), 1 June (for autumn internships), and 1 October (for spring internships). Applications for professional meetings must be submitted no later than eight weeks in advance of the event.

Guidelines

1. Award recipients must adhere to CSU's code of student conduct (<https://resolutioncenter.colostate.edu/wp-content/uploads/sites/32/2018/08/Student-Conduct-Code-v2018.pdf>).
2. Eligible expenses include airfare, housing, and ground transportation in compliance with CSU guidelines (<http://busfin.colostate.edu/Depts/TravelSvcs.aspx>).
3. Award recipients will be required to submit a brief (maximum three-page for internships, one page for professional meetings) report following the internship or professional meeting.
4. Once the application has been submitted and approved by ODE, students should follow the accepted process for university travel authorization and processing of travel documents within their respective departments. If assistance with this process is needed, please contact Kelly Mann (kelly.mann@colostate.edu) for more information and guidance.

Application materials

1. Application form, including a one-page statement of how the internship or meeting will benefit the student's educational and professional development.
2. Letter of recommendation from the student's major professor or faculty mentor.

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Name:

Indicate which award you are seeking: INTERNSHIP TRAVEL

Major professor or mentor and contact information:

Dates and location of internship or professional meeting:

Estimated budget:

Housing or lodging

Airfare

Ground transportation

Have you ever attended an internship or major conference in your field?

If yes, please provide a brief description with name(s) and date(s).

Have you previously received travel funds from your Department/Program/College?

Please attach a one-page statement of how this event will benefit your educational and professional development.

The student's major professor or faculty mentor must submit a letter of recommendation to ODE by the application deadline.

For ODE FINANCIAL OFFICE Use:

_____Amount Approved/Date
_____Account Used