Summary of Policies for
Department Resources for Travel Fellowships and Research Support
(excerpted from Graduate Handbook which is final word on policy)
Updated 5/2019

Warden funds, are available to all graduate students in the department. RAC funds, are available only to students in the Clinical program

1. September 15th for travel or research activities between October 1st and January 31st.
2. January 30th for the period between February 1st and June 30th.
3. June 1st for the period between July 1st and September 30th.

Requests for research funds may be submitted at other times if needed but we have a better sense of how much money we can give if they are submitted at the travel request deadlines.

Policies for Support of Travel

Forms are available from the main office or department web site. Use the forms that say updated 3/2012 in the lower right corner.

Warden:
- one conference per year, defined as the period between October 1st and September 30th
- only first authors
- amount varies depending on fluctuations in market conditions that affect the UNL Foundation source of those funds—typical awards have ranged from $300-$500.

RAC for Clinical Students:
- first or second authors
- may be used for more than one trip
- maximum of $750 per year from all sources (RAC, Warden) and $500 maximum per trip.
- Clinical students need only submit one form – RAC and Warden requests are considered simultaneously.

Receiving Your Travel Money

After you return from the trip, submit the copy of your travel award letter with the certification of attendance signed by your faculty advisor and travel fellowship will appear in your next pay check (or perhaps the next month for trips that occur very late in a month).

Prior to the trip, you must file a Travel Authorization Form (available in the psychology department office) and pay for travel insurance (25 cents per day).
Policies for Support of Research

- Complete the applications available on the department web site or in the main office. Use forms labeled updated on 3/2012.

- Budget items that will NOT be considered for funding by either RAC or Warden, include payment for data entry or computer programming services. Equipment becomes the property of the department/program that paid for it.

- Both RAC and Warden support for general research is limited to $500 per student each year, depending on availability of funds.

- Submit by deadlines for travel support, if possible.

- For Warden, cannot receive travel and research money in the same funding period (e.g., Sept-Jan.).

- RAC research funds are independent of travel and may be submitted simultaneously with travel requests.

- Spend money within a calendar year and check with office staff before making purchases.

| Examples of Travel and Research Funding for Graduate Students if Maximum Amount Available. |
|-------------------------------------------------|-----------------|-----------------|-----------------|
|                                                 | Fall            | Spring          | Summer          |
| Clinical Student                                | $250 Warden,   | $250 RAC (2nd   | $250 RAC        |
|                                                 | $250 RAC (1st   | author on       | $500 research   |
|                                                 | author on       | poster at ABCT) | from Warden     |
|                                                 |                 |                 |                 |
| Non-clinical student                            | $500 for research | $500 Warden for APLS | $500 travel $500 research |

\[\text{Revised 5/2019}\]