

University Honors College Research and Creativity Fund

Contract of Understanding

As a result of being funded through the “Research and Creativity Fund”, The University Honors College is asking you to enter into this Contract of Understanding. We are asking you to fulfill the following commitments by signing this agreement:

Actions

I understand that I am to conduct myself with professionalism, honesty and integrity in all my dealings, both on- and off- campus with respect to my funded project.

Terms of Award

Awarded funds will be awarded through your faculty mentor and will only be available for one 12-month period following your acceptance of funds. Funds will no longer be available to you after earning an undergraduate degree from the University at Buffalo.

Accounting*

I will submit semester reports, signed by my faculty mentor, outlining the progress of my project and the anticipated timeline for project completion.

If direct reimbursement is authorized, I will submit all original receipts on a timely basis with accurately completed supporting documents. I will only submit true and applicable records for reimbursement or payment.

Finished Product

I will look to present the findings/conclusion of my work in a poster symposium or other appropriate conference or venue. As well, I will submit a one page summary of the entire experience and the project findings within 365 days of receiving this award (or the end of my tenure as a UB Undergraduate student, whichever comes first). Summary report should be emailed to tat@buffalo.edu so that the Honors College may contact you for additional details of your experience. Students wishing to use this research/creative experience for Honors credits should look to submit an Honors Petition separately from this one page summary report.

Repercussions

I am aware that if I fail to meet the above commitments, the Honors College has the ability to withhold the Honors notation from my transcript and/or withhold my registration privileges.

I have read and understand my responsibilities. By signing this contract, I accept and will adhere to the outlined terms of the award.

Name (Printed) _____

Date _____

Name Printed _____

Date _____