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**Undergraduate Human Rights Program**

**Research Stipend**

The UHRP research stipend is intended to offset the costs associated with human rights research undertaken by CC and GS human rights majors or concentrators. Students must be in good academic standing and must comply with all university academic integrity and responsible conduct of research policies, including Institutional Review Board approval (if applicable). To apply, please submit this form and supporting materials to uhrp@columbia.edu with the subject line “UHRP research stipend.” Applications are reviewed on a rolling basis.

Contact and program information

* Name:
* UNI:
* Alternative email:
* Anticipated graduation date:
* School:
* Degree program (list all majors and concentrations):

Proposed research project

Please provide a description (700-800 words) of your proposed research, making sure to address questions including: What is your research objective? What information do you plan to collect and how will you gather it (archival research? structured interviews? surveys?) How will the data be used? How have you prepared for the proposed research trip? For example, if you are conducting interviews, have these interviews been scheduled or do you have a list of intended interviewees?

* Location of research:
* Start date of field research:
* End date of field research:
* Institutional affiliation (if any):
* CU faculty consulted:

Funding

* Have you applied to and/or received alternative sources of funding for this research? If yes, please indicate the amount you have received/applied for and the awarding institution.
* Please provide budget for the proposed research (see sample budget below).

Columbia University Institutional Review Board (IRB) Approval

**Note:** No one may undertake research that involves human subjects, including interviews, surveys, or related methods, without prior review and approval or evidence of exemption from the Institutional Review Board (IRB).

* Does your research require approval from Columbia University’s Institutional Review Board (IRB)?
* Have you applied for IRB approval? If so, when? If not, when will you be submitting?
* Have you received IRB approval for this research? If you have received approval, please provide certification.
* Who is the Principal Investigator (PI)?

**Travel Requirements**

Columbia University requires that all students comply with specific procedures for international travel. Students who expect to travel abroad must abide by the [University’s policies](http://policylibrary.columbia.edu/international-travel-planning-policy), which includes maintaining a [health insurance policy with international coverage](http://globaltravel.columbia.edu/content/health-insurance) while abroad and [registering your travel](https://www.cc-seas.columbia.edu/travelpolicy%22%20%5Ct%20%22_blank) with the University’s international travel assistance service — International SOS (ISOS). Students should review carefully their school’s Undergraduate International Travel Policy and steps they must take prior to departure.

In submitting this application, I attest that the information I provide in this application is true, and I understand that I am responsible for complying with university academic integrity, responsible conduct of research, and travel policy requirements. Type or sign name below.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**BUDGET** (SAMPLE)

Please include:

Name:

UNI:

Email Address:

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| --- | --- |
| **ITEM** | **ESTIMATED COST** |
| **Transport** |  |
| Economy Airfare from New York to Sao Paulo, Brazil on American Airlines  | $1,000  |
| Airfare: From Sao Paulo to Minas Gerais on Air Brazil  | $300  |
| Bus rides to the historical archives in Sao Paulo (30 days x 2)  | $60  |
| Taxi rides to/from airport in Sao Paulo  | $60  |
| Taxi rides to/from airport in Minas Gerais  | $50  |
| **Accommodation**  |   |
| Sao Paulo Youth Hostel: 5 nights ($10/night) | $50  |
| Homestay: 20 nights ($100/night) | $200  |
| **Misc.** |   |
| Visa to Brazil  | $50  |
| **Additional funding sources** |  |
| **TOTAL** | $1,770  |