

## **ROWAN AWARD FOR LANGUAGES, CULTURES & LITERATURES Spring 2024**

### **AWARD PURPOSE:**

To support undergraduate and graduate student awards for the Department of Languages, Cultures and Literatures, with a special focus on study abroad opportunities, conferences, and research projects for undergraduate and graduate students with required domestic and international travel.

Funds provided to LCL students by the Rowan Award will pay for travel to and participation in a conference, research, or study abroad program. Please note that applicants must apply to the conference, research, or study abroad program separately. Distribution of funds is contingent upon applicant's acceptance to and participation in the activity.

### **ELIGIBILITY:**

To be eligible for a Rowan Award, you must be a currently enrolled undergraduate major, second major, minor, or graduate student in the Department of LCL who is in good academic standing and making timely progress in their degree program in LCL.

### **APPLICATION PROCESS:**

Applicants must submit a dossier of materials by email attachment to the LCL main office ([lcl@unm.edu](mailto:lcl@unm.edu)), including all materials merged in a single PDF. Please arrange with your recommender/s to submit their letter/s to the office on your behalf. Incomplete applications will not receive consideration.

### **APPLICATION DATE:**

For best consideration, applications for Spring 2024 awards are due before March 25, 2024. Applications will continue to be accepted until all available funds have been awarded.

### **SELECTION PROCESS:**

Recipients shall be selected by the Rowan Award Committee, an *ad hoc* committee that will consist of faculty from the Department of LCL. The Rowan Award Committee will select award winners from a pool of eligible applicants based on the excellence of application dossiers.

### **AWARD REQUIREMENTS:**

In order to claim an award, Rowan Award recipients shall be required:

- to write a thank you note to the Donor;
- to provide a photograph (head shot) and agree to allow the use of your photo for any press announcements about the award or advertisements for the Rowan Award;
- to participate in an event in which you will present the paper you delivered at your conference, provide a report on your research trip, or describe your experiences during your study program.

### **Application for Conference Travel Award:**

1. Name
2. Email Address
3. Mailing Address
4. Phone #
5. Provide an explanation of your department affiliation (undergraduate major/minor; field of graduate study) including the number of hours of coursework you have taken in LCL.
6. Provide an explanation of reason for travel: e.g., name, location, date of conference.
7. If you are planning to travel abroad, please provide the expiration date of your passport. The expiration date of your passport must be at least 6 months past your planned date of return.
8. Explain your affiliation with the conference (are you presenting a paper? are you a member of the professional association?).
9. Provide a budget that includes conference registration, airfare, hotel, and transportation costs.
10. Provide a statement about your financial need: include, for instance, whether you are a Pell Grant recipient or are supported by Work Study at UNM.
11. Provide a formal request for funds: how much are you asking for to fund your travel to and participation in the conference?
12. Have you ever received a travel award from LCL before? If so, when?
13. Please note that the Rowan Award may not cover the entire cost of your travel: Where else are you applying to request funding for your travel? Please provide specifics (e.g., SRC, GEO, Intl St funding).
14. Provide a Statement of Purpose (250-300 words): explain why attendance in the conference is important for your academic development.
15. Provide a copy of an up-to-date *curriculum vitae* that includes coursework you have taken in foreign languages (and LCL) and relevant work experience working with languages.
16. Provide an unofficial copy of your academic transcripts from UNM.
17. Request TWO confidential letters of support from faculty members in LCL who will speak to the importance of you attending the conference for your research and degree program.

## Application for Research Travel Award:

1. Name
2. Email Address
3. Mailing Address
4. Phone #
5. Provide an explanation of your department affiliation (undergraduate major/minor; field of graduate study) including the number of hours of coursework you have taken in LCL.
6. Provide an explanation of reason for travel: Where will you be traveling to conduct research? Provide dates for your travel and the length of your stay.
7. Explain your affiliation with your research destination: e.g., provide copies of letters of invitation or other evidence of arrangements you have made in advance of your travel. If your research requires IRB approval (for work with human subjects, for instance), have you begun the process?
8. If you are planning to travel abroad, please provide the expiration date of your passport. The expiration date of your passport must be at least 6 months past your planned date of return.
9. Provide a budget that includes airfare, hotel, and transportation costs as well as any additional expenses involved in your research.
10. Provide a statement about your financial need: include, for instance, whether you are a Pell Grant recipient or are supported by Work Study at UNM.
11. Provide a formal request for funds: how much are you asking for to fund your travel to and participation in the conference?
12. Have you ever received a travel award from LCL before? If so, when?
13. Please note that the Rowan Award may not cover the entire cost of your travel: Where else are you applying to request funding for your travel? Please provide specifics (e.g., SRC, GEO, Intl St funding).
14. Provide a Research Statement (250-500 words) and explain: What will you be researching? What are your goals during your research trip? How does the research you will conduct tie in with your study at UNM? How does the research you will conduct tie in with your longer-term goals?
15. Provide a copy of an up-to-date *curriculum vitae* that includes coursework you have taken in foreign languages (and LCL) and relevant work experience working with languages.
16. Provide an unofficial copy of your academic transcripts from UNM.
17. Request TWO confidential letters of support from faculty members in LCL who will speak to the importance of your travel to conduct research. One of the letters must be from your advisor (i.e., the Chair of your Committee on Studies).

### **Application for Study Program (for programs abroad or domestic):**

1. Name
2. Email Address
3. Mailing Address
4. Phone #
5. Provide an explanation of your department affiliation (undergraduate major/minor; field of graduate study), including number of hours of coursework taken in LCL
6. Explain the reason for attending your study program: provide the name of program, location of program, and the dates of program. Please explain if you plan to extend your stay abroad beyond the length of the program.
7. Describe your affiliation with the program: have you been applied and been accepted to a study abroad program?
8. If you are planning to travel abroad, please provide the expiration date of your passport. The expiration date of your passport must be at least 6 months past your planned date of return.
9. Provide a budget that includes program, airfare, hotel, and other transportation costs for your program.
10. Provide a statement about your financial need: include, for instance, whether you are a Pell Grant recipient or are supported by Work Study at UNM.
11. Provide a formal request to accompany your budget: How much are you asking for?
12. Have you ever received a travel award from LCL before? If so, when?
13. Please note that the Rowan Award may not cover the entire cost of your study trip: Where else are you applying to request funding for your study trip? Please provide specifics (e.g., SRC, GEO, Intl St funding).
14. Provide a Statement of Purpose (250-400 words): Why is attendance of the program important for your academic development? Will you be taking coursework that will count toward your degree program at UNM?
15. Provide a copy of an up-to-date *curriculum vitae* that includes coursework you have taken in foreign languages (and LCL) and relevant work experience working with languages.
16. Provide an unofficial copy of your academic transcripts from UNM.
17. Request ONE confidential letter of support from a faculty member in LCL who will speak to the importance of your travel to and involvement in the program.