Student Opportunities Fund Guidelines for Support

The purpose of the Student Opportunities Fund (SOF) is to provide financial assistance to MPH and Graduate Certificate students who present papers or posters at academic conferences and/or complete internship/international experience requirements per the MPH curriculum. The intent of the SOF is to help defray some of the costs associated with these activities. Funding is competitive and not all applications for support will be granted. Criteria will include the student’s funding application, academic standing, and the relevance of the proposed project/event to the MPH curriculum. Students are limited to one award in each category (conference, internship, international experience) and must use the funds during the semester for which they are granted.

Funding Requests for Internships:
- Student must be registered for P_HLTH 8980;
- Student must have earned at least 21 credit hours;
- Internship must take place outside of Missouri
- Award:
  - Funds may only be used for the following permitted expenses:
    - Meals and lodging
    - Airfare to international destination
    - Transportation while completing internship (taxi, bus, subway, etc.)
  - Non-permitted expenses include:
    - Domestic travel to internship destination
  - Funds will be disbursed as a lump sum reimbursement for the awarded amount
  - Awards may not exceed
    - $500 for domestic internships
    - $1,000 for international internships

Funding Requests for Conferences:
- Student must present a poster or paper at a public health-focused conference;
- After the conference, students must provide proof of attendance (e.g. poster/paper acceptance to the conference, itinerary, etc.) to the MPH Main Office;
- Funding is not available for presentations at the Missouri Public Health Association conference
- Award:
  - Funds are intended to divert those costs not covered by the host organization
  - Permitted expenses include:
    - Conference registration
    - Airfare and travel while attending the conference (taxi, bus, subway, etc.)
Funding Requests for International Experience *(Global Public Health Certificate Students)*

- Student must be earning credit for International Experience;
  - Only applicable to students in the Graduate Certification in Global Public Health:
    - Student must complete all requirements associated with the Graduate Certificate in Global Public Health international experience;
    - Student must have completed or be currently enrolled in at least 2 of the 5 required courses toward the Graduate Certificate in Global Public Health prior to the submission of a funding request;
    - Funds are to be used according to the International Experience criteria (see website);
  - Certificate students who apply for International Experience may also apply for conference funding;
  - Awards may not exceed $1,000

Funding Requests for MPH Study Abroad Course

- Student must be earning credit for the MPH study abroad course
- Only applicable to the MPH Program students (MPH degree or Graduate Certificate students)
- Awards may not exceed $1,200

**Application Materials**

Funding awards are announced prior to the activity and disbursements are made following the completion of the activity. For example, students who complete an internship in summer 2014 may apply for funding and receive notification of award prior to the internship; however the award will not be disbursed until fall 2014 upon completion of the internship and submission of receipts. Completed funding applications must be submitted **one month prior** to the activity for which funding is requested. Disbursements are made within 30 days of receipts submission.

For ALL applicants:
1. Completed Student Opportunities Fund Application form;
2. Essay (see SOF Application for details);
3. Itemized list of anticipated expenses; AND

For internship funding requests:
4. Completed Statement of Purpose;
5. Completed Internship Agreement;
6. Completed Field Practicum Placement Agreement, if applicable;
7. Copy of passport/visa, if applicable

For conference presentation funding requests:
5. Abstract/outline/written description of your presentation
Post-Internship/Travel/Conference Obligations

Funding recipients must fulfill the following post-activity obligations as a condition of the funding award:

**ALL Students:**

- Submit receipts to the MPH office within three weeks of return. Students must submit original receipts (taxi, hotel, etc.) to the MPH Main Office for all requested reimbursements; an acceptable receipt must show the amount and form of payment
- A Student Opportunities Fund Reception may be held in the fall of each year; the reception will provide an opportunity for funding recipients to share their experiences with donors, faculty, and other students; all funding recipients must attend the SOF reception and provide a brief (10-15 minute) presentation about their funded activity
- All students must send a general thank-you note to SOF donors (materials will be provided)

**Global Public Health Certificate Students:**

- Complete and submit International Experience journal and essay to the MPH Main Office (mumphprogram@missouri.edu)

**Conference Attendees:**

- A photocopy of the page(s) on the conference program that includes the student’s name and activities

**Additional Funding Sources**

- [Mizzou Advantage Student Travel Awards](#)
- [University of Missouri Graduate Student Association Travel Awards](#)
- [University of Missouri Graduate Professional Council Travel Awards](#)
- MPH GSA Fundraising (contact MPH GSA President for more information)
- [Dr. Pepper SEC Education Abroad Award](#)
- [Gilman International Scholarship](#)
- [MU International Center Study Abroad Financing Workshops](#)
Student Opportunities Fund Application for Support

Please submit all application materials electronically to mumphprogram@missouri.edu

Email subject heading: SOF Application Submission - Your Name

Name: _____________________________________________  Student ID: __________________

Concentration Area (circle one):
Health Promotion & Policy  Veterinary Public Health  Global Public Health  Grad Cert. in Public Health
Graduate Certificate in Epidemiology

Activity Category (circle one):
Internship  Conference  International Internship/Experience
MPH Study abroad  Course

Brief description of Activity:

____________________________________________________________________________________

Date of Departure (mm/dd/yyyy): _________________

Date of Return (mm/dd/yyyy): _________________

Semester of Activity (circle one): Spring  Summer  Fall

Required Materials:

a. Essay: Address your commitment of public health, how the activity enhances your commitment, and how you plan to use the requested funds (maximum of 500 words, double spaced)

b. List of Anticipated Expenses

c. Abstract of Presentation (if presenting at a conference)

d. Statement of Purpose (if completing an internship; see Internship Handbook)

e. Internship Agreement (if completing an internship; see Internship Handbook)

f. Field Practicum Placement Agreement (if completing an internship; see Internship Handbook)

g. Copy of Passport/Visa (if completing an international internship/international experience/study abroad)

By signing below I acknowledge that I am eligible under the Student Opportunities Fund Guidelines for Support.

_____________________________________________    __________________
Applicant Signature  Date

_____________________________________________
Printed Name