

PHD DISSERTATION RESEARCH FUNDING

Overview

The College of Hospitality doctoral students are eligible to request up to a maximum of **\$5,000** in research funding to help with their dissertation research project. The college will determine the award amount based on the justification in the proposal request. Students are not guaranteed to receive the maximum amount.

Eligibility

Hospitality PhD students must:

- Pass their Dissertation Proposal Defense exam.
- Be in good academic standing, with an overall graduate GPA of 3.0 or higher. This includes all coursework completed in this program.
- Be a current, enrolled student in the doctoral program, either on a part-time or full-time basis.
- Submit the Dissertation Research Funds Request Form and associated documents within 45 days of passing the Dissertation Proposal Defense Exam.

Applications

- Students must complete the Dissertation Research Fund Pre-Authorization form. In addition to the form, students must submit a copy of dissertation proposal, a copy of the Proposal Defense Results Form, a copy of IRB approval/ application (if the study involves human subject), and a quotation from the service provider used.
- The College of Hospitality Office of Graduate Programs, the Ph.D. Program Coordinator, and the Associate Dean of Research, International Programs and Graduate Affairs will review the proposals. Students will receive a decision within 30 business days once the documents are received.

Allowed expenses

Expense Category	Expense Explanations
Data Collection & Analysis	Any costs related to collecting and analyzing data such as fielding a survey, payments to participants in research studies, or costs associated with outsourced preparation or analysis of data.
Marketing	Printing materials, preparing publications, advertising data collection to respondents, respondents' incentives, any potential advertising, or press releases.
Software/Equipment	Any cost of equipment and IT, software licenses, or maintenance that will be purchased for the primary purpose of your research. All software and equipment expenses must be vetted through the College of Hospitality IT Office to ensure it meets university policies. Any purchased equipment will remain the property of UNLV and not the student. Any software purchased must be installed on a university owned computer and it cannot be installed on a personal computer.

Travel	Travel Expenses must be related to primary data collection and be conducted during the dates of your dissertation research. You must provide the “Cost justification” with an outline including individuals you will meet with, your strategy for collecting the data, and how this is critical to your data collection and overall research. Travel expenses cannot include attending a conference to present your research.
General	Any cost such as shipping, supplies, storage, photocopying, or transcription.

Approved Dissertation Research Funds Reimbursement

- Pre-approval must be granted before research expenses can be incurred.
- For human subject research, purchases can only be made after IRB approval.
- College of Hospitality students approved for this funding will be required to pay for all the expenses and be reimbursed after the fact.
- Students will be reimbursed for the cost associated with the dissertation up to the approved amount.
- Students must submit all appropriate receipts to the College of Hospitality Business Office. The Business Office cannot reimburse students if appropriate receipts are not provided.
- Students’ reimbursement will be deposited directly into UNLV students’ account. If there is any balance in the student account, the funds will be used to pay the account balance. Any unused funds will remain in the student’s account unless student chooses to request a payment to be issued to him/her.
- If travel is requested under this funding, students must:
 - Submit quotes for airfare, lodging, etc. with their application.
 - Travel expenses are limited to airfare and lodging. No other expenses such as transportation, mileage reimbursement, per diem, etc. are eligible under this funding.
 - In addition, only the **most economical and direct route** to and from the approved conference destination is eligible for reimbursement. If a traveler chooses to include **personal travel or stopovers** outside the approved itinerary, reimbursement will be limited to the **cost of the most direct and cost-effective airfare** for the approved travel dates. In such cases, students are required to submit a **comparable flight quote** showing the cost of a **direct, economy-class round trip** for the same dates to establish the reimbursable amount.
 - Lodging reimbursement will be up to the **GSA rates**.
- All funds awarded must be submitted within the semester they are granted.

Seyhmus
Baloglu

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Seyhmus Baloglu
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Seyhmus Baloglu
Assoc Dean of Research,
International Programs and Graduate Affairs

David
Cardenas

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David Cardenas, Dean