SERVICE AND ACTIVITY FEE ANNUAL REPORT

GENERAL INFORMATION	
Reporting Year:	2017
Reporting Program:	OUR/Travel and Research Grants
Funded PID:	4001700004
Program Manager	Jamie Gilbert

Financial Report Back:		
FUND BALANCE	**$**	**334.76**
REVENUE:		
S&A Funds Received	$	15,000.00
Self Support Funds Earned	$	-
Other Funds Received	$	-
TOTAL REVENUE:	**$**	**15,000.00**
EXPENSES:		
STUDENT PAYROLL	$	-
NON STUDENT PAYROLL	$	-
BENEFITS	$	-
GOODS & SERVICES	$	12,356.41
TOTAL EXPENSES:	**$**	**12,356.41**
TRANSFERS IN		
TRANSFERS OUT	$	-
NET CHANGE	**$**	**2,978.35**

Please list any S&A funded position that have been vacant longer than six (6) months. If any vacancies exist, please explain how you utilized the funds and what your long term plans are for the position.

Please provide an overview of the student centered programming provided, i.e. type of programs, milestones, number of students impacted, and how they benefited.

The Office of Undergraduate Research supports undergraduate students through small grants for travel and research. All currently enrolled students at any CWU campuses are eligible. There are two deadlines per year: the first Wednesdays of November and February. Students who are funded through the Office of Undergraduate Research are required to present their work at SOURCE.

Travel grants are available to support undergraduate students to travel to a conference to present their work or to perform. Individual students can request up to $500; groups of three or more students can request up to $1200. The student(s) must be the lead author(s) on the work and be the main presenter in order to be eligible. Research grants are available to undergraduate students engaged in mentored research to cover costs associated with research, scholarship, or creative activities. Individual students can request up to $500; groups of three or more students can request up to $1200. Faculty and staff mentors are limited to a maximum of $1500 of research funding for their students per academic year.

The OUR awarded a total of $12,356 in 32 grants to 64 undergraduate students in 2016-17.
These grants were awarded to students from COTS, CEPS, and CAH.
24 of the grants were for travel to present results of research or to perform; 8 were research grants.
Recipients of the OUR Travel and Research grants are listed on our webpage: http://www.cwu.edu/undergrad-research/grants/past_recipients

Please provide a detailed explanation of any fund transfers from one service and activities fund budget to another.