



**Graduate Student Association**  
State University of New York, University at Buffalo  
310 Student Union  
Buffalo, NY 14260-2100  
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## **MARK DIAMOND RESEARCH FUND REGULATIONS AND PENALTIES**

Please read the following regulations and penalties. These are in addition to everything outlined in the instructions and application itself. You will be expected to know and abide by all rules and regulations and any instructions given, including any applicable state and federal laws and the UB Code of Conduct. If you have any questions, please email the MDRF Director at [gsa-mdrf@buffalo.edu](mailto:gsa-mdrf@buffalo.edu)

### **ELIGIBILITY**

Graduate students from any GSA-member department or discipline are eligible to apply, as long as the applicant has not received a waiver of the student activity fee. Applicants should be at or near completion of all coursework; have finalized the nature of the project, thesis or dissertation; and have an anticipated graduation date.

### **FUNDING LEVELS**

Grants are awarded based on the MDRF annual budget, but applicants are welcome to apply for the maximum amount for which they are eligible.

PhD students may apply for any amount not exceeding \$3000.

MFA students may apply for any amount not exceeding \$2000.

Master's students may apply for any amount not exceeding \$1500.

Students who do not exhaust the maximum amount they are eligible are welcome to reapply for the balance.

*An example:* John Smith—a PhD student—applied for and was awarded \$1000 for the first part of his dissertation. After spending all of the funds, he closes out his grant and in a subsequent review cycle is able to apply for an additional \$2000 for a different part of his project. Please note: you must justify additional funding for the same project within the same degree program in your second application.

*A second example:* Jane Doe—a Master's student—applies and receives \$1200 for her Master's thesis. She uses all of the funds and completes her research project. She decides to stay at UB for her PhD. While conducting her dissertation research, she applies for an MDRF award and is able to apply for up to \$3000, which is the maximum award amount for PhD students.

## **PENALTIES**

**MDRF grants are exclusively for graduate students to use towards their final projects for their degrees. Funding for these awards comes from the Graduate Student Activity Fee, and as such, misuse of these funds is taken very seriously. The MDRF has the full support of the Graduate School to investigate any violation of the rules outlined here and in any applicable documents.**

Students are not allowed to request funds for goods, materials or services which are designated for other purposes, or which can be provided by their own departments and/or advisors. If funds are requested for a certain task, the graduate student must actually perform said task. If the applicant and/or his/her advisor is found to have violated these rules, there will be heavy penalties, outlined below:

**For the Graduate Student:** Any application which is found not to abide by these principles will be denied. If the application has already been accepted at the time of violation, the grant award will be voided and the student will be responsible for reimbursing the GSA all money already spent. Until this money is returned, the Graduate Student will not be allowed to attend GSA events or use any services provided by the GSA. If the GSA determines that the application was submitted for the purpose of intentional deception, the applicant will be ineligible to receive any future funds from MDRF or any other funding opportunity offered by the GSA or any GSA club.

**For the Advisor:** If a Graduate Student's Faculty Advisor is found to have signed off on any materials used to improperly procure funds for the student, faculty, staff, or department he or she will not be eligible to sign off on MDRF applications for three consecutive grant periods. In cases of gross violation, an investigation will be conducted and a decision will be made. Results will be sent to the department, Graduate School and the Dean of the applicable College.

**For the Department:** The Department Chair will be sent all information regarding violations of MDRF policy. Moreover, if more than one faculty member is found to have knowingly participated in the improper procurement of funds from the MDRF program, the entire department will risk being ineligible to receive MDRF funds for three consecutive grant periods. Again, in cases of gross violation, an investigation will be conducted and a decision will then be made in coordination with the Graduate School and the Dean of the applicable College.