



UNIVERSITY OF
NOTRE DAME

OFFICE OF FELLOWSHIPS

Undergraduate Research Initiatives

**Allowable and Non-allowable Expenses for Undergraduate Student Research
and Conference Travel**

| Allowable | Non-Allowable |
|---|---|
| Round-trip airfare to and from research or conference site | |
| Mileage if using personal car – 55.0 cents per mile, not to exceed the cost of round-trip airfare to and from research or conference site | Gasoline for personal car, car maintenance or repair costs (e.g., oil change, tires) |
| Rental car and gasoline | Mileage for rental car |
| Lodging | |
| Meals – actual and reasonable costs accompanied by original receipts or on per diem basis of \$35 per day | Meals for other than the undergraduate student researcher. If reimbursement is requested for guest of student researcher, student must include name, position/title, organizational affiliation of guest, and research-related purpose of the meal. |
| Conference fee | |
| Research materials and supplies (including photocopies, mailing, telephone) | |
| For international travel: vaccinations, travel insurance, passport, visa | |