



GSAS Research Support: Travel Grants

Application Deadlines: November 16, 2009 and April 15, 2010

For masters or doctoral students who have completed 24 credits by the time the grant begins. Grants cover up to \$1000 for costs incurred in travel to present papers at national and international conferences and in travel to research sites. In the past the following types of projects were funded: (awards are not limited to these but for example)

- presentations of papers at conferences
- presentations of posters a symposia/conferences
- travel to attend special programs to become more proficient in an area of research.

Required Materials:

- Completed Application
- Project Narrative - (not to exceed two double spaced pages):
 - Travel to conferences: The narrative should succinctly explain the objectives, methods, and original contribution of the work to be presented and the significance of the conference. Attach documentation that the paper has been accepted for presentation.
 - Travel to research sites: The narrative should succinctly explain the objectives, methods, and original contribution of the work to be presented and the significance of the research site for the project.
- Curriculum vitae
- Budget request and justification
- Documentation of acceptance (if appropriate)
- Letter of Recommendation
 - Have a faculty member submit a letter of recommendation to your department or program. (Note to mentor/faculty recommender: Please include the following in your letter of recommendation: How will these funds aid the applicant in increasing his or her ability to obtain external funding and a position in his/her field? Please limit to one page.)

**** *Files* should be submitted electronically as WORD or PDF files to your Department or Program by November 16, 2009 or April 15, 2010, and should begin with the student's last name followed by CV, Narrative, Rec, Doc, Budget, Travel or Dissertation Application (for example: Smith_CV_Travel08S)



Considerations you should make prior to requesting funds to present your work

- Is this the appropriate time in your academic career to attend this conference?
- Have you thought about the opportunities for professional visibility for yourself in the conference you are choosing to attend? (e.g. does it make sense for you to go to an international meeting in your field, or to go to two local conferences?)
- Have you thought about the possibility of organizing a panel instead of, or in addition to, simply presenting a paper?

Additional suggestions students should consider while preparing an application for funding to present work

- Have you considered the possibility that increased thrift and initial planning would allow you to present work at two meetings instead of one?
- Have you searched for the most competitive price for your planned mode of transportation?
- Have you considered rooming with someone if you are attending a conference?
- Have you considered applying for funding from the society sponsoring the conference or related organizations?
- Have you consulted with or considered applying for funds from Graduate Student Association (GSA)?
- Have you thought of using the conferences own planning operations in order to make the most economical travel plans (including society arranged air transportation and housing, society arranged roommate matching, etc.)?
- Have you considered sharing transportation with someone if you plan to drive?
- Have you had a faculty member in your department review and critique your CV?



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Name of Applicant: (Last, first) _____ Department/ Program: _____

FID #: _____ Email Address: _____ Phone #: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Related/ Recent Applications for external funding that you have made:

Date(s) and result(s) of previous application(s) for the GSAS Research Support Grant(s):

Name of mentor or faculty recommender: _____

Note to mentor/faculty recommender: Please include the following in your letter of recommendation: How will these funds aid the applicant in increasing his or her ability to obtain external funding and a position in his/her field. Please limit to one page.

Location of proposed work/ conference: _____

Proposed travel date(s): _____

Planned mode of economical transportation: _____

Purpose of intended travel:

If conference, for: oral presentation poster panel

Has abstract been accepted? Yes No (If yes, attach letter of acceptance)

If no, anticipated date of notification: _____



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What will the impact of the proposed travel be on your thesis work?

How will this travel aid in distinguishing the thesis in your field?

How will these funds aid in increasing your ability to obtain external funding?

Have you applied for a GSAS travel grant in the past? Yes No

Date you applied: semester(s)/ year(s): _____

How much was granted? _____ **How much did you receive?** _____

What was the outcome?

Have you submitted the report from the last award? Yes No

Did you present at Communitas? Yes No



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For Departmental Review Committee Only

Is CV attached? Yes No

Is project narrative attached? Yes No

Does project narrative clearly explain intent of travel? Yes No

Is the recommendation attached? Yes No

Is the proposed travel supported by the recommendation? Yes No

Is the budget attached? Yes No

Does budget justification incorporate source of information for prices as well as reasoning behind itemized costs and calculation of daily costs? Yes No

Comment on whether budget is reasonable and includes lowest costs for proposed travel.

How has this student used GSAS awards in the past (i.e. what are outcomes from **any** previous GSAS awards?)

Departmental recommendation to fund? Yes No For what amount? _____

What is the ranking of this application relative to others in same pool? _____ out of _____



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For Distinguished Fellowship Committee Only

Complete application? Yes No

Recommended by department? Yes No

Budget and budget justification adequate? Yes No

Committee recommendation: Yes No

Special Notes:
