



GRADUATE STUDENT TRAVEL GRANT APPLICATION

Deadline: October 15, February 15 and June 15 (You must apply to the deadline date that is *before* the start of your travel)

The completed application and supporting documents should be submitted by the Graduate Program Chair via **EMAIL** to gradstudies@uwinnipeg.ca

Note: Incomplete applications will not be considered for funding

APPLICANT INFORMATION

Surname:	Given Name:
Email:	Phone:
Program:	
Date:	Applicant's Signature*:
_____	_____

*For those without an electronic signature, you may sign the document by typing your name

PRESENTATION INFORMATION

Title of paper / poster / presentation:
Total Amount Requested: \$ _____ (\$750 max)

<u>UNIVERSITY DECISION</u>	<i>(For office use only)</i>
Approved ___ Denied ___	AMOUNT GRANTED: _____
<u>Conditions:</u>	
Dean of Graduate Studies: _____	Date: _____

EVENT INFORMATION

(The Travel Grant is for graduate students presenting or disseminating research at the event)	YES	NO
Did you submit an abstract / précis in response to a "Call for Papers"?	<input type="checkbox"/>	<input type="checkbox"/>
Was your submission peer-reviewed?	<input type="checkbox"/>	<input type="checkbox"/>
At this time, has your submission been accepted? <input type="checkbox"/> Accepted <input type="checkbox"/> Pending		
<p>In addition to presenting what, if any, other roles will be fulfilling at the event? <i>Check all that apply.</i> Please provide supporting documentation for each.</p> <p> <input type="checkbox"/> Conference Chair <input type="checkbox"/> Session Chair <input type="checkbox"/> Discussant <input type="checkbox"/> Workshop Leader / Facilitator <input type="checkbox"/> Representative of Society / Association <input type="checkbox"/> Keynote Speaker <input type="checkbox"/> Other _____ <input type="checkbox"/> Not Applicable </p>		
Name of Event:		
Location of Event:		
Dates of Event: From _____ To _____		
Is the event: <input type="checkbox"/> Regional <input type="checkbox"/> National <input type="checkbox"/> International		
Is the event: <input type="checkbox"/> Annual <input type="checkbox"/> Biennial <input type="checkbox"/> Triennial <input type="checkbox"/> Other		

REQUIRED ATTACHMENTS

Note: Incomplete applications will not be considered for funding

EVENT DETAILS

In the area below have provided the URL (web address) with conference information:

In the area below I have described the importance of this conference in my area of study, and explained how the format of my participation is appropriate for this venue:

Below I have provided the précis/abstract of my paper/poster/presentation:

I have attached a PDF copy my invitation and/or acceptance to the event to your GS Travel Grant submission email.

PUBLICATION AND AWARD HISTORY

PUBLICATIONS

(List papers published in refereed journals, books, and proceedings for the past 5 years beginning with the most recent.)

- Provide complete citations for all documents listed (including co-authors, title, publisher, journal, volume, date of publication, page numbers, etc.)
- Indicate with an asterisk (*) which publications are refereed.
- Specify your role for co-authored publications.

I have no publications I have listed my publication history below

AWARDS & SCHOLARSHIPS

(List all awards held over the past 5 years. This would include entrance scholarships from the University of Winnipeg)

For each, please include the following information:

- the year(s)
- the granting agency
- the title of the project,
- the amount of the award,
- the amount remaining

I have no previous funding I have listed my funding history below

BUDGET SUMMARY (an estimate of expenses)

Airfare / Transportation	\$
Accommodations	\$
Conference Registration Fees	\$
Subsistence \$45/day Domestic / \$70/day International	\$
Other Expenses (<i>specify below</i>)	\$
Total Costs	\$
List other funding sources to which you have applied or may be applying for supporting this travel (e.g. <i>The University of Winnipeg Students' Association</i>)	
	-\$
	-\$
	-\$
	-\$
	-\$
Total available from other sources	-\$
TOTAL GRANT REQUESTED	\$

NB: *Travel arrangement must comply with the University's Travel Policy.*

EVENT FUNDING

Is the conference / meeting able to provide funds in support of your travel? YES NO

If YES, please indicate the approximate amount: \$ _____

The funds are to support: Travel Subsistence Registration General

Please indicate below any other factors you feel are relevant to your GS Travel Grant application:

Once completed, please forward this form to your Graduate Program Advisor / Supervisor

GRADUATE PROGRAM ADVISOR REVIEW

The Graduate Student Scholarship and Awards Committee values the Graduate Program Advisor's input on project proposals. **This review MUST be completed.** Applicants may **NOT** review their own application. Advisors should ensure that they have addressed the two assessment points below.

If the Graduate Program Advisor is also the Graduate Program Chair, the Graduate Program Chair review should be completed by the Department Chair.

Please comment on the following:

1. The scholarly significance of this presentation
2. The significance of the event to the applicant's field of research

Signature of Graduate Program Advisor*: _____

*For those without an electronic signature, you may sign the document by typing your name.

PRINT NAME: _____

GRADUATE PROGRAM CHAIR REVIEW

If the Graduate Program Advisor is also the Graduate Program Chair, the Graduate Program Chair review should be completed by the Department Chair.

Please comment on the expected benefits for the scholar and the University from the event

Signature of Departmental Graduate Program Committee Chair*: _____
*For those without an electronic signature, you may sign the document by typing your name.

PRINT NAME: _____