

Call for applications: Graduate Travel Grants

The Department of Anthropology has funds from the Graduate School as well as the department to support graduate student travel to a national or international conference to give a paper or present a poster.

Graduate Travel Grants are limited to one per year per student. Please see the attached application form. The deadline for applications is **TBD (Fall & Spring calls)**.

Please submit materials to Shelley Silva, Academic Program Manager, Department of Anthropology, sbellor@anthro.umass.edu.

Graduate School and Anthropology Department Travel Grant Application Form For Travel September 1, 2019-August 31, 2020

Travel Grant Guidelines: Grants are awarded exclusively for travel to national and international conferences that occur between September 1, 2019, and August 31, 2020, for the purpose of presenting the results of research conducted during graduate coursework at UMass Amherst. Awards are for presentations rather than to attend a conference or facilitate a session. Grant funds apply to *registration, transportation, and lodging* expenses documented by receipts. Awards will typically range from \$400-\$600. Meals, copying, and other incidentals are not reimbursable. Students are strongly encouraged to share travel expenses with others attending the conference. The applicant must 1) **be enrolled** (for credit or Program Fee), and 2) **be accepted or invited to present** at a conference or professional meeting.

This is what you need to submit:

- 1) Submit the completed application (page 2 of this form) and the confirmation from conference organizers that your paper or poster has been accepted to Shelley Silva by **Date TBD** for awards.
- 2) Ask your advisor to send a brief email of support to Shelley Silva to accompany your application (email must be received by **Date TBD** for awards)-See note below.

Review, Notification and Awards

All applications will be reviewed by a two-person committee consisting of the GPD and a member of the Graduate Studies Committee. You will be notified of the committee's decision within a target of two weeks after the submission deadline. If you are awarded the funds, you will need to take the receipts for approved travel expenses to Grace Rock within 30 days of travel to receive reimbursement.

- * **IMPORTANT:** Note from your advisor should include a brief assessment of the importance of attending this particular conference plays in your career at this stage (e.g., presenting dissertation data, getting ready to apply for jobs, networking with colleagues in view of collaboration, etc....).

Graduate Student Travel Grant Application Form

Name: _____ Date _____

Email Address: _____

Advisor's Name: _____

Degree Pursued (MA, PhD) _____

Years in Program: _____

Have you received a Graduate School travel grant previously? _____ If so, when? _____

Are you also applying for the Woodbury Travel Award _____?

Conference and Project Information

Name of Conference/Meeting: _____

Location: _____

Dates: _____

Authors (**List all authors as listed in conference program**): _____

Name of Project: _____

Type of Project: Paper/Poster Panel/Other

Estimated Expenses *Before Grant or Other Sources of Reimbursement*

1. Transportation: a) Airfare:..... _____

 b) Driving (# of miles)..... _____

2. Lodging: _____ days X \$ _____ (per night)= _____

3. Conference Registration Fee:..... _____

4. Parking: _____

5. Taxi/Shuttle/Other Transportation: _____

Total Amount*..... _____

Notes: Present receipts to departmental administrative assistant within 30 days of travel. Travel Grants do not cover meals, social events, or incidental expenses such as copying.

Comments: _____

