Dartmouth College Graduate Student Council
Conference Travel Grant Application – 2015-2016

The Graduate Student Council will provide travel grants of $250 to help defray the costs of attending a conference at which you are presenting a paper or poster. The conference must take place during the current fiscal year: July 1, 2015-June 30, 2016. This funding is meant to supplement, but not replace other funding sources such as funding from a student’s advisor or department, or the travel grants offered by the Graduate Studies Office. Funding may be granted pending acceptance of a paper or poster. Grants will be awarded each term.

**Deadline:** Applications must be submitted by the last day of the term preceding the conference. (e.g., If the conference is in Spring term, then the application must be submitted by the last day of Fall term.) Early submissions are recommended.

**Notification:** Recipients will be notified the first day of term in which the conference takes place.

**Note:** You may also apply for the Dartmouth Graduate Studies Graduate Travel Award. For additional details, contact the Graduate Studies Office at (603) 646-2106.

**Conditions:**

- A student may not receive the GSC Conference Grant more than once.
- A student must be presenting a paper or poster in order to receive funding.
- No retroactive requests will be considered.
- Funding will be provided as reimbursement only.
- **Upon returning from the conference, the grantee will:**
  1. Report to the GSC Academic Chair with a one-page summary of the conference, describing the way in which the grantee participated in the proceedings.
  2. Submit a photograph of the student presenting (or of the student at the conference) to the GSC Academic Chair.
  3. Submit an expense sheet (BER) within two weeks of the conference, indicating expenses covered by the GSC Conference Travel Grant, not to exceed the awarded amount (cc the GSC Academic and Finance Chair).

**Failure to adhere to these terms is forfeit of the Conference Travel Grant.**
To Apply:

Please email the following three items to GSC Academic Chair with the email subject line:

“Conference Travel Grant Application – [Your Name]”

1. A current CV or résumé (CV preferred).

2. One formal letter of recommendation from your thesis/capstone advisor, director of your program, or a professor in your department or director of your program whom is familiar with your work. Letters of recommendation must be written in letter format, signed (electronic signatures are acceptable), dated, with an official letterhead where applicable. Completed letters of recommendation can then be scanned and emailed with the application.

3. And the accompanying application form (next page).
Conference Grant Application Form

Name:
Date:
Department:
Name of Conference:
Location of Conference:
Date(s) of Conference:
Abstract of Paper or Poster Being Presented:

What would the GSC’s funding be used to cover specifically?

Are you requesting funding from any other sources? If yes, please explain.

Additional Funding Received to Date:

Description of Conference (1-2 paragraphs):

Personal Statement (1-2 paragraphs)
Please describe why your attendance at this conference is important and how the funds provided by the GSC could influence your ability to attend. How do you plan to cover the travel expenses if you do not receive funding from the GSC?