

CLARE Graduate Student Travel Award Application

Funding is available for conference and research travel. Award dollars received may be directed to conference or research travel, accommodation, entrance fees, allowable per diem rates (for travel outside of Calgary), and conference registrations fees.

The following supporting documents are needed for your application:

- A budget listing travel costs, accommodation costs, per diem (the university per diem amounts are \$51 for travel in Canada; \$75 for travel outside of Canada).
- Copies of accommodation and travel reservations or quotes, and associated costs:
 - **for conference travel:** evidence that your paper/proposal has been accepted for a conference presentation
 - **for research travel:** a statement about how the trip will benefit your research and thesis or project

Travel Expense Report must be handed in after your return, including the following:

- A final budget and a brief report on what was accomplished during the trip - boarding passes for flights, final transportation tickets and receipts - original receipts for hotel accommodation, conference fees, other related research/conference-related expenses.

APPLICATION

Please check one box for the type of funding you seek:

Conference funding enables graduate students to present the results of their original research, scholarship, and activity at significant scholarly meetings. Your GPD may also supplement conference travel during the period April 1-March 31.

Research funding enables graduate students to pursue their scholarly research.

NAME

UCID

EMAIL ADDRESS

PROGRAM

TRAVEL DESTINATION

TRAVEL DATES

Name of Conference & Conference Dates



Title of Paper or Proposal **or** Purpose of Research Trip

Have you applied for any other funding for the same conference or research travel? If so, please provide an update on the status of your other application(s).

Signature

Date

Applications and supporting documents are to be compiled in ONE pdf document and submitted electronically to CLARE Department Manager, Sharla Mann sharla.mann@ucalgary.ca.

For Office Use Only

Approved by Department Head

Amount

(Signature)