Department of Gender, Sexuality, and Women's Studies
Graduate Student Conference, Research Travel Award

What: A fund created in the Faculty of Arts and Humanities, Department of Gender, Sexuality, and Women's Studies to partially support graduate students participating in academic conferences and research

Under Covid condition, students can apply up to $300 for attending virtual conference

<mark>*NOTE: The funds awarded to an individual student may vary from these amounts depending on the number of eligible applications received.*</mark>

Eligibility for Funding:

    a. All full time students, enrolled in the Department of Gender, Sexuality, and Women's Studies graduate program at the time of application

    b. Student must present at a conference that is relevant to their academic area (typically, but not exclusively, at a conference that has a peer review selection process)

    c. If applying for travel for research, students must show its relevance to their thesis

    d. **One award per student for conference/research travel taking place during the academic year**

Application Dates: Fall -   October 15 (Travel commencing between July and December)
    Winter - March 15 (Travel commencing between January and June)

Selection Committee:

- Graduate Chair in consultation with the Graduate Committee

Process:

1. Complete and submit your application to your Graduate Program Assistant by the Fall or Winter Deadline.
2. Award recipients will be notified within six weeks of application deadline
3. Travel Expense Report Form and original receipts must be submitted following the conference or research trip to claim award
4. **Do NOT send receipts with application**

GSWS Graduate Conference TRAVEL Award Application

Applicant's Name:	
Applicant's Program:	
Date:	

CONFERENCE DETAILS

Name of Conference:		
Location of Conference:	City:	Country:
Dates of Conference:	From:	To:
Sponsoring Organization:		
Frequency of Conference:		

PRESENTATION DETAILS

Title of Presentation:		
Poster or Podium Presentation:		
Has paper been accepted?	Yes: _____	No: _____
Describe any other formal role you will undertake at the conference (e.g., formal discussant; session chair):		
Attach a copy of the presentation <u>abstract</u> and a copy of the <u>acceptance</u> for presentation.		

BUDGET

<u>**Conference Registration:**</u>		
<u>**Travel:**</u>		
<u>**Accommodations only- Meals not eligible**</u>		
<u>**TOTAL:**</u>		
<u>**AMOUNT REQUESTED:**</u>		
Note: Travel Report Required to process payment.		

<u>**CLAIMANT:**</u>
I certify that all expenses are reasonable and in accordance with University policy and will not be used as claims to other organizations for income tax purposes. Expenses reflect due regard for value for money. Personal expenses have been deducted. Exceptions to policy have been explained in writing.

Print Name _____

Signature _____ Date _____

<u>**GRADUATE PROGRAM CHAIR:**</u>
I certify that the expenses are for University purposes only, and are in accordance with University policy. Exceptions to the Policy, which are documented by the Claimant, are reasonable under the circumstances.

Print Name _____

Signature _____ Date _____

GSWS Graduate RESEARCH Award Application

Applicant's Name:	
Applicant's Program:	
Date:	

RESEARCH TRIP DETAILS		
Type of Research		
Location of facility (archive/museum/library, etc.)	**City:**	**Country:**
Dates:	**From:**	**To:**

BRIEF DESCRIPTION OF RESEARCH ACTIVITY PRESENTATION DETAILS

BUDGET	
Travel:	
Accommodations only- Meals not eligible	
TOTAL:	
AMOUNT REQUESTED:	

Note: Travel Report Required to process payment.

CLAIMANT:

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Print Name _____

Signature _____   Date _____

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