**ACM SIGCHI GARY MARSDEN STUDENT DEVELOPMENT FUND – LETTER OF STATEMENT**

Dear members of the ACM SIGCHI Gary Marsden Student Development Fund committee,

This letter constitutes my application for the ACM SIGCHI Gary Marsden Student Development Fund travel grant to attend the ACM CSCW 2019. I,**<student name>**, am a research scholar (PhD) in the Department of Computer Science and Engineering, Indian Institute of Technology Kharagpur. I am currently working with **<supervisor(s) name(s)>**.

I work in the broad research area of exploring diversity, bias and fairness of information filtering algorithms such as search, summarization and recommendation systems. Our paper titled **<Paper title>**, **accepted** in the **main conference track** of **<Conference 20XX>**, introduces the notion of fairness to the text summarization of online social media content. We have proposed three novel algorithms to introduce fairness and thereby ensuring fair representation of texts from different socially salient groups in the final summary. I am the **first author** of this paper, and contributed heavily in the design and conceptualization of this research problem. **I want to take this opportunity to attend <conference name> for the first time**, provided I am able to acquire sufficient grant amount to attend the conference.

I intend to continue my PhD in areas related to social computing. I have one accepted work in **<prior conferences attended due to acceptance of works>** 2019 and few subsequent works are under review in several top conferences. All these works along with the full paper publication in <conference name> provides testimony of my deep commitment to research in this domain. Attending the conference of the stature of <conference name>will allow me to have the opportunity to interact and exchange ideas with experts and fellow researchers in many related domains. This will help me enhance my research aptitude, and receive valuable feedback on my work. Since I am in the early years of my PhD, attending a top conference would also help in providing me a huge exposure to the research community. [Moreover, I am also selected as a **student volunteer** for **<conference name> this year**.]

IIT Kharagpur does not provide funds for students to travel to conferences (An email from the joint registrar (academics), IIT kharagpur is attached for your reference.). **Therefore, it will be difficult for me to attend <conference name> without the support of this travel grant.**

The breakdown of estimated expenses for attending the conference is as follows:

| **Sl.** | **Reason** | **Amount (Estimated)** |
| --- | --- | --- |
| 1. | Flight Fare and Visa | INR 111,000 (USD 1573$) |
| 2. | Local travel and food expenses | INR 20,000 (USD 284$) |
| 3. | Visa related fees | INR 11,520 (USD 164$) |
| 4. | Accomodation | INR 22,000 (USD 312$ ) |
|  | **Total** | **INR 1,64,520 (USD 2333$)** |

**Total Grant Amount Requested – USD 2333$**

Please contact me at <mail id 1> or <mail id 2> for any further clarifications.

Yours Sincerely

Student’s Name