The Postdoctoral Association Travel Grant Program is established to support and encourage the presentation of research or scholarly activity by providing travel grants for postdoctoral fellows at Virginia Commonwealth University. The awards are restricted to the expenses incurred for participation in a meeting or other appropriate presentation venue. Awards will be made without regard to quotas or distribution among fields and departments; however, no postdoctoral fellow will be funded for more than one travel grant per academic year. **Funds are limited and postdoctoral fellows applying to the program are not guaranteed support.**

**Eligibility:** The postdoctoral fellow receiving funds from this travel grant program must be the presenter. The travel date must be after **September 30th**.

**Funding:** The maximum award is 700 dollars. Funding can only be used for professional meetings.

**Application Process:** The following materials must be submitted as a single attachment to a single email sent to [vcupostdocs1@gmail.com](mailto:vcupostdocs1@gmail.com) by **11:59pm on Sunday September 18th, 2019**.

1. Application Form including a budget showing how the funds will be used.
2. Abstract submitted to conference with proof of submission
3. ONE page, single-spaced letter explaining the potential impact of this travel on your career at VCU and in the future.
4. A current *Curriculum Vitae*.

**Incomplete applications will not be reviewed. Funds allocated under this program will be distributed according to University policies and procedures using the travel reimbursement procedure.**

**Application:**

Semester/Year:Fall\_\_\_\_\_\_\_ Spring\_\_\_\_\_\_\_ Summer\_\_\_\_\_\_\_

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Last First Middle

Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Research Adviser: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Presentation Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Authors: (indicate presenting author with \*) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Name, Date, and Location of meeting: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Do you have support from other sources to support this travel? YES NO

If yes, provide details: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Signature of Applicant\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_

Budget

|  |  |  |
| --- | --- | --- |
| Item | Per/Unit (ex-per/night) | Total Cost |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

Total\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_