

# Graduate Conference Grant Application

Name: \_\_\_\_\_

Check One

Presentation  Attendance

## Check List:

If everything is not checked off (i.e. its not with your application) your application is not complete and will not be considered for funding. Everyone must attach the needed materials, no exceptions.

- Completed the application form (*must be complete and legible in order to be considered for funding*).
- Cover letter explaining how attending this conference will contribute to your education, future career, and the betterment of the UNC community
- Conference documentation – what, where, and when (examples: brochure, web site printouts, etc.)

## For those presenting at a conference:

- Brief abstract of presentation (no more than 1 page in length)
- Confirmation of presentation (copy of original letter or e-mail addressed to applicant)

Make sure everything is checked off and all information is included. Incomplete applications are automatically dismissed at the review.

Submit the application and attachments to the GSA office, Room 2025, or the GSA mailbox, both in Student Activities, located on the 2<sup>nd</sup> floor of the University Center. If submitting via mail, please address to: *Graduate Student Association, Campus Box 78, UNC, Greeley, CO 80639-0142.*

<b><i>If your conference/research takes place:</i></b>	<b><i>Deadline for application submission is on:</i></b>
July – August 2009	August 31, 2009
September – December 2009	October 30, 2009
January – April 2010	March 15, 2010
May – June 2010	June 1, 2010

**Graduate Student Association Grant Application**  
**Applicant Form** (all information is mandatory to receive funding)

Name: \_\_\_\_\_ Bear # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ E-mail: \_\_\_\_\_

Program/Major (*e.g. M.S. in Chemistry*): \_\_\_\_\_

College: (*circle one*) NHS PVA EBS HSS

Title of Conference: \_\_\_\_\_

Location of Conference: \_\_\_\_\_ Dates of travel: \_\_\_\_\_ to \_\_\_\_\_

Title of Presentation (if presenting): \_\_\_\_\_

**Eligibility**

How many credits of graduate course work have you completed? # \_\_\_\_\_

How many credits are you currently enrolled in? # \_\_\_\_\_

What is your expected date of graduation? (*mm/yy*) \_\_\_\_\_

Have you applied and received another GSA grant since July 2009? Yes / No

Note: If it is found that this information is false, you can be banned from any further GSA grants

Are you receiving funding from any other source for this conference? Yes / No

If so, please list all sources and expected dollar amounts below.

<u>Source</u>	<u>Amount</u>
_____	_____
_____	_____

If presenting, are you presenting with any other students or faculty? Yes / No

If so, please include their name(s).

Name(s)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Expenditures

Only the approved expenses below will be reimbursed with GSA funds. Please check which expenditures you are requesting funding for. Please include what expenses are being shared, if any (i.e. hotel, gas). Include the total amount of money requested to help with expenses.

<input type="checkbox"/> Airfare	\$ _____
<input type="checkbox"/> Mileage (in-state) #Miles _____ X0.39	\$ _____
<input type="checkbox"/> Transportation (car rental, airport shuttles, etc.)	\$ _____
<input type="checkbox"/> Parking	\$ _____
<input type="checkbox"/> Conference registration fee <i>only</i> (membership fees and application fees are not eligible)	\$ _____
<input type="checkbox"/> Accommodations	\$ _____
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Total	\$ _____

## Faculty Support

The GSA council reserves the right to contact faculty sponsors or advisors to validate research requests or appropriateness of conference. **You must have a faculty signature, no exceptions.**

**Faculty name (print):** \_\_\_\_\_

**Faculty e-mail (required):** \_\_\_\_\_

**Faculty signature:** \_\_\_\_\_

By signing below, applicants agree that the information provided is accurate and may be shared with individuals necessary to complete the review and reimbursement process. (Approved individuals are at the discretion of the GSA President.) Some of the above information (name, title of research, etc.) may be used to advertise and campaign on behalf of the GSA. If any of the above information is found to be incorrect or fraudulent, the GSA reserves the right to deny funding for the entire current fiscal year. Applicant's signature also acknowledges that the applicant has read all GSA policies concerning the grants, including the Question and Answer section (found at [www.unco.edu/gsa](http://www.unco.edu/gsa)).

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_