

**Dean's Office Matching Grant for Student Travel
Application Form 2010-2011**

GUIDELINES – NEW FOR 2010-11:

1. One matching fund award per student per academic year (23 Aug. 2010 to 21 Aug. 2011) will be considered.
2. Limited funds are available each semester (fall, spring, summer) to be awarded on a first-come, first-served basis.
3. Departmental or advisor funding must be obtained **prior** to requesting Dean's Office Matching Grants and guaranteed by signing below.
4. Dean's Office Matching Grants are limited to \$300 for North American travel (including Canada and Mexico), and \$400 for international travel.

DEADLINES:

1. For travel between 23 Aug. 2010 and 31 Dec. 2010, application must be received in the Dean's Office by 15 Sept. 2010.
2. For travel between 1 Jan. 2011 and 6 May 2011, application must be received in the Dean's Office by 15 Feb. 2011.
3. For travel between 7 May 2011 and 21 Aug. 2011, application must be received in the Dean's Office by 15 June 2011.

NOTE: If proof of acceptance of paper/poster is not available by these deadlines, application may be submitted without such proof; however, any funds awarded will not be made available until such proof is submitted.

REQUESTOR NAME: _____ EMAIL: _____

CIRCLE ONE: Undergraduate or Graduate Student MAJOR: _____

DESTINATION: _____ DATES OF TRAVEL: _____

PURPOSE AND BENEFIT OF TRAVEL (including name of conference, if applicable, and title of paper/poster. Please attach proof of acceptance of paper/poster):

Anticipated Budget:

Registration	
Airfare	
Lodging	
Meals	
Rental Car	
Other Ground Transportation	
Total Estimated Budget	

Departmental/Advisor Approval

Dean's Office Approval

Signature Date

Date

Print Name

\$ _____

Level of Support

\$ _____

Level of Support

