

# GSC Travel Grant Application Form

## Applicant Information

Name:

School / Department:  
(example: SOAP/DUSP)

Degree:

Masters     PhD

## Conference Information

Name of Conference:

Date:

Location:

Conference Website:

\* If not available, please attach a conference brochure with this application

Title of Paper you will be presenting or Title of Panel you will be participating in:

## Other Sources of Funding

Please list all sources of funding you have applied to for this conference (regardless of outcome), including any scholarships granted to you by the conference hosts.

Total Amount Received to Date: \$

## Declaration

I declare that the information provided on the application form and attachments are true and accurate. I understand that the GSC Travel Grant is designed as a gap funding grant. I testify that all possible funds have been pursued and have either been denied or are not available to me.

Signature:

\_\_\_\_\_

Date:

\_\_\_\_\_

\*\*\* Please remember to submit the required attachments with this application \*\*\*

## Attachments

Please also include the following with your application.

- CV or Resume (1-2 page), including:
  - Current research area / interest
  - All conferences you have attended since coming to MIT (Name, Location, Purpose and Type of Funding)
  - All papers you have presented and / or published, etc., since coming to MIT
  
- A proposed budget for the entire conference
  - Outlining specific expenses for which you hope to be granted funding (e.g. food, lodging, transport, etc.)
  - Indicate any scholarship that you have received (or will be receiving) from the conference organizers (include this again, even though you listed it above).
  
- One Essay (1 page single space)
  - Why are you seeking funds outside of your department?
  - How would attending this conference enhance your academic/career objectives?
  - Anything else you want us to know about?
  
- Proof of acceptance of the paper
  
- Letter of recommendation from your advisor
  
- Endorsement Form signed by your advisor, dean, or graduate administrator (see attached).

# GSC Travel Grant Endorsement Form

## Grant Program Description

The MIT Graduate Student Council Travel Grant Fund was established in 2006. It was created to support the conference expenses of MIT graduate students in all Schools throughout the Institute. Specifically, this fund is allocated to conference travel expenses that are not currently funded by the student's advisor or other MIT-related funding. The fund provides grant money for all conference-related expenses including lodging and food.

Specifically, the Travel Grant Fund is provided for domestic or international travel for the following purposes:

- Travel to an academic or industry-related conference where the grantee will present a poster or paper
- Travel to an academic or industry-related conference where the grantee will participate as a panelist or discussant.

## Personal Endorsement

To ensure that this grant fund is used for the need for which it was developed, we request that you (the grant applicant's advisor, dean, or graduate administrator) acknowledge the applicant's request for this funding as gap funding only.

By signing below, you attest that the GSC Travel Grant applicant, \_\_\_\_\_ (applicant's name), has pursued all other departmental and Institute funding for this conference (specifically, funding from the applicant's advisor). Your signature indicates that to your best knowledge, there are no other means available beyond the GSC Travel Grant to fund the applicant's conference travel. This grant is restricted to students which have no other funding to support the student's participation in a conference or panel.

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Signature

Date

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Print Name

Department

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Email

Phone Number