



2019-20 DOCTORAL STUDENT TRAVEL GRANT

Allocation of funds are governed by the Graduate Council and University Regulations
<http://senate.ucsb.edu/grants>

Funding for the Doctoral Student Travel Grants is split into two pools:

POOL ONE: Conference travel between July 1, 2019 and December 31, 2019

POOL TWO: Conference travel between January 1, 2020 and June 30, 2020

Within each pool, the funding is divided between the divisions and schools housing our graduate programs. The allocation for each division/school is based upon its fall graduate student headcount.

Bren School for Environmental Science and Management
College of Engineering
Division of Humanities and Fine Arts, College of Letters and Science
Division of Mathematical, Life, and Physical Sciences, College of Letters and Science
Division of Social Sciences, College of Letters and Science
Gevirtz Graduate School of Education

The Graduate Council has put these guidelines in place to help ensure that the grant funding will be distributed equally; for those students attending conferences at the beginning of the year as well as the end, and among the various disciplines.

Applications will be accepted for each pool until the funds are extended for your division/school. Funding is granted on a first-come, first-served basis.

Eligibility (No Exception)

- Applicant must be a doctoral student and have advanced to candidacy, or if a Master of Fine Arts (M.F.A.) student, must be in his/her second year and be in candidacy prior to travel. (Faculty recommendation letter must confirm the M.F.A. candidacy status information).
- The conference must be an important one to the discipline; preference will be given to travel associated with potential academic employment. (Faculty letters should include information about the professional importance of the conference).
- Applicant must be invited or selected to present a paper, present research, perform or exhibit at a major professional conference or meeting. (Proof of invitation or selection of the applicant for presentation or performance must be provided with the application materials).
- Applicant must be a currently registered graduate student or on an approved leave of absence.
- Application with all supporting material must be received in the Academic Senate office at least 21 days prior to travel.
- A graduate student may receive only one Graduate Student Travel Grant during the course of his/her graduate studies at UCSB.
- Students in joint doctoral programs may be eligible for consideration of up to 50% of the grant funding amount available to UCSB graduate students.
- Because the Doctoral Student Travel Grant program is supported by state funds, the Senate must maintain compliance with Restricted Travel Law AB 1887, which prohibits state-funded travel to certain states.

Terms of the Award

- Any travel other than a direct route from Santa Barbara or Los Angeles to the conference location must be approved by the Academic Senate prior to departure.
- Travel vouchers and original receipts for approved travel must be submitted to the Academic Senate within 10 days of completion of the trip. Travel award funds will not be held in reserve for late vouchers.

Maximum funding is as follows:

- \$400 California
- \$900 All other U.S. locations (except those restricted by [AB 1887](#)), Mexico, Canada
- \$1,350 Puerto Rico, Europe
- \$1,400 Central or South America
- \$1,600 Asia, Africa, Middle East, South Pacific

Application must include the following:

1. A completed 2019-20 Doctoral Student Travel Grant application (see attached);
2. An abstract of the paper/project to be presented;
3. A copy of the formal invitation for the presentation or performance;
4. A letter of support from the graduate student's advisor.

Please contact Kelly Rivera at Kelly.rivera@senate.ucsb.edu if you have further questions about the travel grant program.

Please submit your application with all supporting materials to:

Academic Senate, Attn: Kelly Rivera
1233 Girvetz Hall
University of California
Santa Barbara, CA 93106-3050

Applications may also be submitted via e-mail to Kelly.rivera@senate.ucsb.edu or doctoral.grants@senate.ucsb.edu

2019-20 DOCTORAL STUDENT TRAVEL GRANT APPLICATION

NAME _____ DEPARTMENT _____ PERM _____

E-MAIL _____ REGISTERED ON LEAVE

POOL ONE: For conference travel between July 1, 2019 and December 31, 2019

POOL TWO: For conference travel between January 1, 2020 and June 30, 2020

Amount paid will be based on actual air or alternative ground travel expenses within the following maximum limitations established by the Academic Senate (please check box for the location of your conference):

- CALIFORNIA - **\$400.00**
- ALL OTHER U.S. LOCATIONS (except those restricted by [AB 1887](#)), MEXICO, CANADA - **\$900.00**
- PUERTO RICO, EUROPE - **\$1,350.00**
- CENTRAL OR SOUTH AMERICA - **\$1,400.00**
- ASIA, AFRICA, MIDDLE EAST, SOUTH PACIFIC - **\$1,600.00**

Please provide the following information in support of this application:

1. NAME OF CONFERENCE _____
2. DATE OF CONFERENCE _____
3. CONFERENCE LOCATION _____
4. HAS THE PAPER BEEN ACCEPTED ON THE PROGRAM,
OR PERFORMANCE/EXHIBITING AT THE EVENT? YES NO
5. WILL YOU BE PRESENTING THE PAPER AT THE
CONFERENCE, PERFORMING, OR EXHIBITING AT THE EVENT? YES NO
6. HAVE YOU ADVANCED TO DOCTORAL CANDIDACY? YES NO
IF YES, WHEN? _____
7. HAVE YOU RECEIVED A DOCTORAL STUDENT TRAVEL
GRANT BEFORE? YES NO
IF YES, WHEN? _____

NOTE: ALL APPLICATIONS MUST INCLUDE THE FOLLOWING. PLEASE CHECK EACH INCLUDED ITEM:

- A copy of an abstract of the paper;
- A letter of support or endorsement from the applicant's advisor including an indication of the importance of the conference or event forum (and in the case of an MFA student, an indication of advancement to MFA candidacy.)
- A copy of the formal invitation to participate in the conference (or evidence of participation). An email invitation will suffice for application but a formal invitation or notation in the final conference schedule will be required to be submitted with receipts for payment.

SIGNATURE OF APPLICANT

DATE

SIGNATURE OF DEPARTMENT CHAIR

DATE

SIGNATURE OF ADVISOR

DATE