

**Department of Gender, Sexuality, and Women's Studies**  
**Graduate Student Conference and Research Travel Award**

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The purpose of this fund is to support the costs associated with conference participation and travelling for research-related purposes. The following funds are available:

- \$300 max. for provincial/local conferences/workshops
- \$500 max. for national conferences/workshops
- \$600 max. for international conferences/workshops

The amount of funding awarded for each competition will depend on the pool of applications received. Funds will be awarded in an equitable fashion by the Graduate Chair in consultation with the Department Chair as needed.

### **Eligibility**

All full-time students who are enrolled in GSWS graduate program at time of application are eligible to apply. The conference/workshop must be relevant to their research area. Priority will be given to conferences that are peer-reviewed and directly relevant to the student's thesis research.

### **Deadlines**

March 15 – for travel commencing between January and June

October 15 - for travel commencing between July and December

Students may apply to both competitions as long as the papers/conferences/purposes are distinct; however, priority will be given to students who have not yet received funding for that year.

### **Application Process**

Complete and submit the attached application to the Graduate Program Assistant by the Fall or Winter Deadline. Award recipients will be notified within six weeks of the application deadline. A travel Expense Report Form and original receipts must be submitted via [finance.uwo.ca](http://finance.uwo.ca) following the conference or research trip. Contact [jke9@uwo.ca](mailto:jke9@uwo.ca) if you need more instructions. **Please do not attach receipts to this application.**

**APPLICATION: Please complete either 1A or 1B.**

<b>Applicant Name</b>		
<b>Date</b>		
<b>Purpose of Requested Funding (check one)</b>	Conference	Other research-related travel
<b>Did you receive funds in the previous competition this calendar year? (check one)</b>	Yes	No
<b>1A. CONFERENCE AND PRESENTATION DETAILS</b>		
<b>Name of Conference</b>		
<b>Conference Location and Dates</b>	City, Country	Dates
<b>Sponsoring Organization</b>		
<b>Frequency of Conference</b>		
<b>Title of Presentation</b>		
<b>Type of Presentation (check one)</b>	Podium Presentation Poster	
<b>Has the presentation been officially accepted?</b>	Yes	No
<b>Describe any other formal role you will undertake at the conference (e.g., discussant; session chair)</b>		
<b>*Please attach the <u>abstract</u> and the <u>acceptance</u> of your presentation.</b>		
<b>1B. OTHER RESEARCH-RELATED DETAILS</b>		
<b>Please provide a brief description of research activity.</b>		
<b>Research Location and Dates</b>	City, Country	Dates

**2. BUDGET**

**Registration Fee**

**Accommodation**

**Travel**

**Total**

**Amount Requested**

**3. CERTIFICATION**

Applicant

I certify that all expenses are reasonable and in accordance with University policy and will not be used as claims to other organizations. Any exceptions to policy have been explained in writing.

Signature: \_\_\_\_\_

Graduate Chair

I certify that all expenses are in accordance with University policy. Any exceptions to policy have been documented and are reasonable under the described circumstances.

Signature: \_\_\_\_\_