

Travel Grant Funding

Guidelines for Washington State University Vancouver Graduate Students

Criteria for Student Eligibility

- Currently enrolled at WSU Vancouver in at least 6 graduate credits when both applying for the grant and using the grant
- Graduate degree seeking student in good standing
- Current residence at the WSU Vancouver campus
- Minimum cumulative WSU GPA of 3.0
- An applicant can only receive one travel grant in any fiscal year (July 1 – June 30)

Appropriate Use of Funds

- The primary purpose of these travel funds will be to assist in paying for registration fees, travel and lodging expenses at professional conferences at which the graduate student presents a scholarly paper or other professional conference presentation.
- Secondary purposes for these funds will be to supplement travel and lodging expenses associated with one of the following:
 - Attendance at a meeting or conference that benefits the overall learning objectives relative to one's graduate studies
 - Receiving a significant award or recognition which is related to the student's academic field or service to the University
 - Travel to participate in a significant professional development activity

Please note that Travel grants are funded using S&A fees, thus expenditures are limited to non-academic activities. Grant funds may NOT be used to support travel for the purpose of conducting research or other activities directly associated with the requirements of completing a graduate degree at WSU Vancouver.

Please refer to the S&A Fee Brochure for more information about applicable University policy on such expenditures (http://www.wsu.edu/~forms/HTML/SA_Fee_Brochure.htm).

Grant Award Limits

- Grant awards are given based upon the amount requested and the reason for travel. Applicants meeting the primary purpose for travel may be awarded up to \$750. Applicants meeting the secondary purpose for travel may be awarded up to \$500.

Application Process

- Completed applications may be submitted to the Director of Research and Graduate Education on the following days: The last Friday in September, November, February and April of each academic year. <http://www.vancouver.wsu.edu/research/grad/travel.html>
- The travel grant committee will review all applications within 2 weeks of the above dates and respond to each applicant.
- Applications will be competitively rated based on how well they correspond to the primary or secondary purposes of the travel funds.
- The travel grant committee will limit requests depending on the strength of the application, available funds and the number of applicants.