

**SACKLER INSTITUTE
TRAVEL GRANT APPLICATION
2004-2005**

For Office Use Only

Awarded: Yes No

Reviewed: _____

Amount: _____

Name: _____

SS #: _____

Lab Address & Telephone #: _____

Email Address: _____

Research Advisor: _____

Title of meeting to attend: _____

Date(s) of intended travel: _____

Location: _____

Type of Student: (Please circle) PhD MD/PhD

Are you currently taking classes this semester? (Please circle) Yes No

Will you be presenting? (Please circle) Yes* No

Have you applied for a GSAS award this year? (Please circle) Yes No

Briefly explain your reasons for attending this conference. Be specific; as this may affect how much funding you will receive.

Student
Signature: _____ Date: _____

Research Advisor
Signature: _____ Date: _____

***All applicants must attach a copy of your registration and a copy of your abstract (if presenting).**

SACKLER INSTITUTE TRAVEL GRANT APPLICATION 2004-2005

The Sackler Institute offers two types of travel grants (for presenting or non-presenting students) that wish to attend scientific conferences. The grant may be used for registration, travel, housing, and other reasonable expenses.

Eligibility:

All second year and above Sackler Institute Ph.D. students except those presently on NIH training grants are eligible for the Sackler Institute Travel Grant. (Students on training grants should request program travel funds.) Presentation is not required. The NYU Graduate School of Arts and Science Student Conference Awards are available for Sackler students who are presenting at a meeting. These candidates must apply for the GSAS award prior to applying for a Sackler Travel Grant. All students must complete this application to be eligible for the award.

The student must indicate whether or not they will be presenting at the meeting. Those students who are presenting are eligible for up to \$600 in travel grant monies. Those students who are not presenting are eligible for up to \$300 in travel grant monies. Students who receive the GSAS award are eligible for another \$300 award from the Sackler Institute.

Students may be awarded only one (1) travel grant per year. We will not 'bank' any unused monies from an award. MD/PhD students are eligible for awards up to \$300 from Sackler and \$300 from the MD/PhD programs (a total of \$600).

Application Deadlines:

Applications should be submitted at least one month prior to the conference for which the funding is being requested. It is suggested that applicants keep a copy of the application for their records.

Selection Process:

Because of the limited number of awards available, all applications will be reviewed by the Director of the Sackler Institute upon receipt of the application. Applicants will be notified of the decision within 30 days of application submission. Applicants should not attend conferences expecting to be reimbursed - applicants should be prepared to pay all costs necessary, as funding is not guaranteed.

Grant Conditions:

Grant recipients are expected to make all travel arrangements themselves. Within 10 days upon return from the conferences, recipients must submit original receipts to the Sackler Institute Office on a NYU Travel Expense Report.

Applicants should make an effort to avoid incurring unnecessary expenses (such as unreasonably expensive hotel rooms, transportation tickets, etc.) as such expenses will not be funded.