

CHHS Student Travel Award Guidelines

Announcement and Requirements

I. Announcement

Originally made possible through a generous contribution by Dean Thomas Prohaska, the CHHS Student Travel Award is aimed at providing travel funds to graduate and undergraduate students within the College of Health and Human Services who wish to present individual or collaborative research at national and regional conferences.

Student funding will be procured through formal application and determined by the CHHS Student Travel Award Committee using the application requirements outlined below. Funding will be determined on a case-by-case basis, using a rolling admissions process. Levels of support will be contingent upon the needs and competitiveness of each applicant and will be administered through the Student Travel Award Committee. Applicants may request up to 500.00 dollars of travel support per year.

Individual applicants may submit more than one application per year, but may not receive more than one award per year. Specific questions/concerns not covered by the information below may be directed to the committee through its current Chair, Dr. Randall Keyser, at rkeyser@gmu.edu.

II. Student Eligibility

Students interested in being considered for funding support must, at a minimum, meet the following standard requirements for consideration.

1. Funding is only considered for students who have been accepted for poster or platform presentations at national or high-level regional conferences.
2. If the proposed research was done in conjunction with a CHHS or GMU faculty member, the extent of the student's work should be clearly visible and student driven. Student's presenting existing research performed by CHHS or GMU faculty members will not be considered.
3. Students must prepare and submit their own applications for funding. Proposals submitted by CHHS or GMU faculty members will not be considered.
4. Eligibility is restricted to current CHHS undergraduate and graduate students as well as very recent program graduates. Recent graduates wishing to obtain support must have submitted a proposal while enrolled as a CHHS student and must present their work no more than three months after degree conferral.

III. Application Requirements

Requests for funding will be considered using a rolling admissions process and can be submitted throughout the year. Applications should be submitted via email to Brett Say at bsay@gmu.edu.

Students are strongly encouraged to submit applications a month or more ahead of their expected travel date to allow for review and potential award processing.

Each application should include, at a minimum, the following information:

1. A brief summary of the work being presented or a formal abstract.
2. The conference/venue at which the research will be presented and the conference/venue location.
3. An explanation of what the applicant will be doing at the proposed conference/venue (e.g. platform presentation, poster presentation, etc.).
4. An explanation of the applicant's involvement and contribution to the research being presented (no more than 500 words).
5. A supporting memo from a CHHS faculty member
6. The amount of funding requested and a written justification. Applicants may request up to 500.00 dollars of travel support. Applicants should note whether the funding request will be the only funding used for travel or if it is being used to supplement existing funds.