**Name & SID#: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Home Dept. & today’s date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**CONFERENCE / SHORT-TERM TRAVEL GRANT**

Students presenting a conference paper or attending a conference for a job interview may request up to $500 to cover expenses.Submit your request to the Graduate Services Adviser (issag@berkeley.edu) at least two weeks ahead of time. The Department makes every effort to support students’ travel and research needs, however students are required to first exhaust outside sources of funding (Graduate Division, Graduate Assembly, Townsend Center, IES, etc.). Requests will not necessarily be granted; budget constraints will always prevail.

*For reimbursement, provide receipts with proof of payment to the Graduate Service Adviser.*

Conference: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dates: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Total $ requested: \_\_\_\_\_\_\_\_\_ Awarded: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fund used: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are you presenting a paper? Title:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Provide proof that you’re giving a paper (such as a letter of confirmation, your name in the program…)*

Interviewing for a job? With whom? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Not giving a paper or interviewing for a job? Explain in 400 words or less the contribution that attending this particular conference will make to your research or professional development.

*Use the text box below; it will expand. Please single space your paragraph.*

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|  |

# List other sources of funding to which you have applied.

Estimated Budget:*Use the text box below; it will expand. Please single space.*

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