## **CU Denver Philosophy Department Student Travel Fund Application**



**Note to students:** When possible, the Philosophy department will support student research, including travel to conferences, competitions, etc. Funds are typically limited and it is most likely that only a portion of the expenses can be defrayed. Students wishing to apply for research funds should fill out the following form and submit it to the <u>Chair</u> of the Department. Decisions on funding will be made as quickly as possible, likely in less than two weeks.

STUDENT Request for Travel/Research Funds UCD Philosophy Department

Name: Major/Minor:

Date of request: Destination (if applicable):

Departure Date (if applicable): Return Date (if applicable):

1. Nature of Project or Trip:

- 2. Academic aims supported by travel (research or pedagogy supported or disseminated):
- 3. Has the project or paper been accepted? YES / NO (please circle)
- 4. Funding source(s) *outside* department supporting this request (e.g. UROP grant, other funds, etc.)? Include amount.
- 5. Previous requests: for *this* academic year, have you received travel or research funds from the department? If so, state date and amount received.

**Verification. With this application for funds, please** submit official documentation (acceptance letter, conference program listing your participation, etc.). **After the trip/project:** Please collect and submit receipts for approved expenditures, or other documentation.

## **Budget** (give best estimates available)\*

Item	\$ Explanation of expenditure
Transportation	
Registration/Fees	
Meals	
Lodging	
Other	
Total requested	

Estimates of travel allowances (meals, incidentals, lodging) used by the university track with the <u>GSA</u> <u>site</u>.