

## Professional Development Grant Request

*The maximum grant per request is \$500.*

### 1. Student Information

Last Name \_\_\_\_\_

First Name \_\_\_\_\_

Home Department \_\_\_\_\_

Major Professor \_\_\_\_\_

### 2. Event Information

Name \_\_\_\_\_

Location \_\_\_\_\_

Begin Date \_\_\_\_\_

End Date \_\_\_\_\_

### 3. How many days will you be attending the event?

1      2      3      4      5+  
               

### 4. Will you be presenting a paper or poster at the event?

Yes      No  
     

### 5. Please provide the title of your presentation and attach your abstract.

### 6. Please estimate your travel expenses.

\_\_\_\_\_ Transportation (specify) \_\_\_\_\_

\_\_\_\_\_ Lodging

\_\_\_\_\_ Meals

\_\_\_\_\_ Registration

\_\_\_\_\_ Other (specify) \_\_\_\_\_

\_\_\_\_\_ *Total Estimated Cost*

7. Please describe the nature of the event and explain how you expect your participation will contribute to your professional development. Please include any additional information you feel is relevant to your request.

8. Please provide information on other anticipated contribution sources and amounts.

9. What is the total amount requested from the program?

\_\_\_\_\_

Grant recipients are required to submit a brief written report within 30 days of completing the professional development experience. By signing this request, you acknowledge you understand the requirement and agree to submit a report within the required time should you receive a grant.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Major Professor Signature