



Faculty of Kinesiology and  
Recreation Management

## GRADUATE STUDENT TRAVEL AWARD GUIDELINES FOR FUNDING

The main objective of this award is to provide graduate students in the Faculty of Kinesiology and Recreation Management with the opportunity to participate in and to present their research at an academic conference; the objective being an enhancement of their academic credentials and professional development, through exposure to the national or international scientific community.

### **Guidelines**

The maximum value of the award is \$500 per student.

- A. To be eligible for a travel award, a student must be:
  - 1. enrolled in the M.Sc. or M.A. program in the Faculty of Kinesiology and Recreation Management or a maximum of 4 months after your convocation day to attend and submit your application giving you the opportunity to present your final findings.
  - 2. the first author and be presenting a paper or poster at a conference based on research conducted while a student in the Faculty of Kinesiology and Recreation Management.
- B. Students and faculty members should note that there are other sources of funding that may be appropriate to pursue (Faculty of Graduate Studies, research grants, etc.). Priority will be given to students who have sought or secured funding from other sources.
- C. Booking of travel and authorization for payment will be made in accordance with the University of Manitoba policies.
- E. Applications should be submitted to [Jody Bohonos](#), Graduate Program Coordinator, 203 Active Living Centre, 474-7806 prior to the conference. Travel grant awards will not be awarded retroactively. That is, awards will not be given for conferences that have already occurred. Students should also submit a *copy of their letter of acceptance* for their presentation at the conference. The student's advisor must sign the application. The signature will be taken as their endorsement of the request. Please allow up to three weeks for processing applications.
- F. In all cases, support will be made via reimbursement for expenses incurred, not provided to students up-front. Students will be responsible for booking their own travel. Please consult [Tracey Clifton-Hanslip](#) for more information.
- G. Students are asked to provide the Associate Dean (Research and Graduate Studies), a brief (one page) description of their experience at the conference immediately upon return from the conference.
- H. The Associate Dean (Research and Graduate Studies) reserves the right to deny funding should the request not be in keeping with the objectives or if funds are not available.



Application for Graduate Student

Faculty of Kinesiology and Recreation Management

Travel Funding

Student Name: \_\_\_\_\_ Student # \_\_\_\_\_ Advisor: \_\_\_\_\_

Conference Name: \_\_\_\_\_

Location: City: \_\_\_\_\_ Prov/State: \_\_\_\_\_ Country: \_\_\_\_\_

Dates: From: \_\_\_\_\_ To: \_\_\_\_\_ (Date Format: DD/MMM/YYYY)

Title of Paper/Poster \_\_\_\_\_

Authors listed on Abstract: \_\_\_\_\_

Please describe the student's role in the paper/poster presentation (i.e., first author, presenting author, etc)

\_\_\_\_\_

Estimated Costs

|              |  |                       |  |
|--------------|--|-----------------------|--|
| Registration |  | Accommodations        |  |
| Travel Costs |  |                       |  |
| Meals        |  | Estimated Total Costs |  |

Additional Funding you have applied for:

| Funding Source | Applied | Amount | Amount Confirmed |
|----------------|---------|--------|------------------|
| FGS            |         |        |                  |
| UMGSA          |         |        |                  |
| Advisor        |         |        |                  |
| Other          |         |        |                  |

Have you received a FKRM Travel Award within the last two years?

Yes No

Copy of letter of acceptance is:

Attached Will follow at a later date Not applicable

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_

Associate Dean

Approval Signature: \_\_\_\_\_ Date: \_\_\_\_\_