

EES PhD Student Presentation Grant

The Earth and Ecosystem Science PhD program recognizes the importance of students presenting their research at professional meetings. EES students whose research has been accepted for presentation at national or international scientific conferences are eligible to apply for a Presentation Grant of up to \$450 per year from the EES program.

The program will fund up to 8 awards per year, with 4 awarded for late summer/fall travel and 4 for spring/early summer travel. The student must be the individual actually making the presentation to qualify for this grant. Students should apply as soon as they confirm they are accepted to present and identify which time period they will travel.

EES students may receive this travel award twice during their time in the program, but not in the same or consecutive years.

Requirements:

- An application including the following materials must be submitted, preferably before the presentation is given, to the EES program coordinator:
 - Application page signed by student and advisor (see below)
 - Project title and abstract
 - Confirmation that the work has been done while in the EES program at CMU
 - Evidence that the work has been accepted to the conference (email or printed letter is sufficient; program booklet is also acceptable)
 - An estimate of total estimated expenditures funding (e.g. airfare or mileage, parking, registration, lodging), other internal funding requested towards this total, and the amount requested from the EES program. If external funds are available, please note these as well.
- Once a student receives notification of the EES travel award, and after presenting at the conference, the student must follow the reimbursement policies of CMU, submitting a reimbursement form along with all receipts to the EES program coordinator. If the student's advisor is providing funding, the advisor should indicate the cost center/WBS, the amount of funding, and sign the form as well. The coordinator will review and request the EES director's signature. This form will then be sent to all other offices also providing some funding towards the presentation travel.

EES PhD Student Presentation Grant Application

Applicant Name: _____ Advisor: _____

Conference Name: _____

Date(s): _____ Location: _____

Check one: Fall review for funding Spring review for funding

Estimated costs: _____

Grant(s) and/or offices contributing funding and amounts: _____

I affirm that this research was primarily accomplished at Central Michigan University.

Please attach to this application a title/abstract of your presentation and evidence of acceptance to the conference. Submit to Jessica Lapp in Brooks 217.

Student signature: _____ Date: _____

Advisor signature: _____ Date: _____

EES approval: _____ Amount: _____