

Call for Graduate/Postdoctoral Travel Awards (Travel dates: May – August 2019)

Thanks to generous support from the Charles Lafitte Foundation, P&N has received a limited number of awards for graduate students and postdoctoral fellows to attend scientific conferences and workshops or to obtain training in research during Summer 2019. The awards will cover up to \$1500 in eligible expenses for travel completed between May 1 and August 31, 2019. Students who already received awards to attend a national/international conference during the 2018-2019 academic year (through this mechanism) are not eligible.

Guidelines and Eligibility:

- All graduate students and postdoctoral fellows with primary appointment in P&N can apply for these travel awards. Postdoctoral fellows appointed through an interdisciplinary unit (e.g., DIBS) are eligible if their main research mentor has a primary appointment in P&N (a listing of these faculty can be found at: <https://psychandneuro.duke.edu/people/primary-faculty>).
- Priority will be given to graduate students / postdoctoral fellows who will be accompanied by undergraduate students at the conference (e.g., you attend along with two undergraduates from your laboratory). Those undergraduate students should be named (and must be Psychology or Neuroscience majors) and will be eligible for support via our separate call for undergraduate travel. Successful applications will include a plan for how undergraduates will benefit from conference attendance (e.g., they will be presenting; they will attend workshops; you will work with them to identify relevant sessions; you will organize a meal with them).
- Priority will be given to graduate students / fellows who will be presenting at the conference or whose undergraduates will be presenting at the conference.
- Students who already received an award for travel to a national/international conference in 2018-19 are not eligible.

Submission Information:

Applications must be submitted by **March 31st, 2019**, for full consideration. A completed application should be emailed to PN-grad-grants@duke.edu as a single PDF file that includes:

1. **Plan for Travel** (up to 1 page). This should include the name of the conference, information about whether you and/or an undergraduate will be presenting, and a plan for engaging undergraduates. Include information about how this conference fits into your career/personal goals and the goals of any accompanying undergraduates. You may also indicate if the trip will benefit undergraduates in some other way (e.g., through a workshop you will lead upon return from the conference).
2. **Narrative Budget** (up to 1 page). Provide an annotated summary of how funds will be allocated. The awards can support typical expenses associated with conference travel, including registration, hotel, airfare/mileage, and meals. You do not need to include funding for undergraduate travel in your application.

3. **Approval of the Mentor.** Include a page with the mentor's signature or a copy of an email indicating the mentor's approval. You do not need to include a formal letter of support or anything extensive.

C. Review Criteria and Process

Applications will be reviewed by a committee of P&N faculty members. Key criteria for these travel awards will include impact of the conference upon career goals, whether a student is presenting, and impact upon undergraduates. Final funding decisions will be made by an ad hoc committee comprising representatives from the leadership of P&N and its graduate program.

D. Reporting Requirement

Each recipient of a travel award will be expected to provide a brief statement (1 page) about its impact (e.g., what was presented, what was learned, interesting experiences) within 30 days of return. Photos or videos would be appreciated; we would like to integrate them into reports for the donor and/or into the Departmental webpage.

Updated: 3/5/19.