



SCHOLARLY CONFERENCE AND ARTISTIC PERFORMANCE TRAVEL GRANT APPLICATION FORM

Note: Each eligible faculty member is eligible to hold one annual (1 April – 31 March) award from this fund. Please refer to the Scholarly Conference and Artistic Performance Travel Grant Guidelines for more details.

All Sections of Application must be filled out and submitted to the Office of Research Services at least 2 weeks prior to the travel taking place. Email completed, fully signed application to: orsasst@uvic.ca

APPLICANT INFORMATION:

Applicant Name		
Applicant's Email		
Dept/School		
Location of conference/ meeting/artistic performance		
Name of conference/ meeting/artistic performance		
Dates of event	From	To

ELIGIBILITY (please check appropriate boxes):

Appointment at the university:

<input type="checkbox"/>	Regular Tenured (full time or part time) faculty member	
<input type="checkbox"/>	Regular faculty member, pre-tenure (full time or part time)	Date of UVic appointment:
<input type="checkbox"/>	Limited Term faculty member with an appointment of greater than 1 year (full time)	
<input type="checkbox"/>	Visiting Faculty or Artist in residence (only if 1 FTE-equivalent and research/creative achievement is specified in terms of employment)	

Level of participation in the event: (please check appropriate boxes):

<input type="checkbox"/>	Making a formal presentation of research findings or giving an artistic performance. Please attach the following required documentation:	
	<ul style="list-style-type: none"> ○ a copy of the abstract or equivalent document that describes your activity; AND ○ acceptance to the event. 	
<input type="checkbox"/>	Having a major administrative role. <i>See Scholarly Conference and Artistic Performance Travel Grant Guidelines. Attach documentation outlining your role.</i>	
<input type="checkbox"/>	Attending event in Person	Attending event Virtually

FUNDING REQUEST (please check appropriate boxes):

Level of maximum request:

<input type="checkbox"/>	Base amount for an event in Canada (\$900)
<input type="checkbox"/>	Base amount for an event in U.S. or International destination (\$1050)
<input type="checkbox"/>	Supplemental amount for a pre-tenured regular faculty member (\$100)
<input type="checkbox"/>	Supplemental amount for applicants eligible to apply for a SSHRC Grant and going to a U.S. or International destination (\$200)

TOTAL MAXIMUM REQUEST:	\$
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The signature of Chair/Director is required.

APPLICANT SIGNATURE: _____	CHAIR/DIRECTOR SIGNATURE: _____
DATE: _____	DATE: _____