

**TRAVELING GRADUATE STUDENT FUNDING REQUEST FORM**

v 2.2

**DIRECTIONS:** Fill in ALL grey fields, then submit this form along with the required supporting documents. Incomplete applications will be returned. **Refer to the GSS Funding website for full instructions: <http://umdgss.blogs.umassd.edu/funding/>**

Date Form Completed/Revised: 7/25/2018  
 Date Form Received by GSS:

Date Discussed by GSS:  
 Date of Funding Allocation:

Applicant Name: John Smith  
 Applicant Email: jsmith@umassd.edu  
 Applicant Student ID #: 99999999  
 Advisor/Faculty Name: Jane Williams

Event Name: Biology Member Conference 2017  
 Event Location: Anytown, USA  
 Travel Date(s): 8/15/2018 - 8/20/2018  
 Event Date(s): 8/16/2018 - 8/19/2018

Please give a brief description below of the request details and reasons for funding.

I am requesting GSS funds to cover the remainder of the Biology Member Conference 2017 expenses that the Graduate Studies Office is not covering, mainly the hotel and the parking. This conference is an excellent opportunity for me to learn about XXX, which is the main focus of my graduate project.

Describe your plans to make your experience at the event benefit all graduate students spanning all colleges. How will you make this event be a valuable investment of graduate student funds?

I will use this knowledge to enhance my presentations to graduate students across all colleges during events such as XXX. I will serve as an example of an impactful presenter to my fellow graduate students, so they might see how to weave expertise with soft skills for an effective technical presentation to a broad audience.

Are you PRESENTING, or just ATTENDING? PRESENTING

*Different additional documents are required if presenting or just attending! See the GSS Funding website for details.*

**BUDGET**

Please describe all anticipated expenses for your event:

Expense Type	Expense Description	Expense Amount
Registration	Student Fellowship rate (\$900 off of standard rate)	\$295.00
Travel/Mileage	Drive to hotel, then venue 5 times, then home = 208 miles total	\$111.28
Hotel/Room Rental	5 nights at Super 8 Motel, Anytown USA	\$636.71
Food (as per diem)	\$69/day for 4 full days, plus \$51.75 for first and last day	\$379.50
Other (please specify)	Parking: \$34 per day at the venue, 5 days	\$170.00
Other (please specify)		\$0.00
<b>TOTAL ESTIMATED EXPENSES:</b>		<b>\$1,592.49</b>

**FINANCING**

Please state all fundraising and other sources of financing for your event:

Funding Source	Funded Amount	
Graduate Studies Travel Grant (if eligible, the applicant MUST first apply for the GSTG!)	\$500.00	
If you didn't apply for the GSTG, why not?	n/a	
If the GSTG was denied, why?	n/a	
Department (please specify)	\$0.00	
Other (please specify)	\$0.00	
Other (please specify)	\$0.00	
<b>TOTAL FUNDRAISING:</b>		<b>\$500.00</b>

**GSS FUNDING**

Applicants cannot be awarded more than the annual cap of GSS funding per fiscal year (July 1 - June 30).

GSS Funding Cap Information	GSS Amount	
What total amount has previously been granted by the GSS this fiscal year?	\$0.00	
Annual cap for the current fiscal year	\$750.00	
<b>MAX POSSIBLE AWARD AMOUNT:</b>		<b>\$750.00</b>
<b>TOTAL REQUESTED AMOUNT:</b>		<b>\$1,092.49</b>
<b>AMOUNT GSS WILL GRANT:</b>		