**Student Name:\_**

**Principal Investigator: \_**

**Conference Name: \_**

**Conference Date(s): \_**

**Presentation Title: \_**

**Requested Support (up to $2000.00 per student): \_**

**Travel Support Justification:**

|  |
| --- |
| Description of why the traveling support is needed for the student |

**Primary Supported Activities:**

|  |
| --- |
| Short description of conference topic and location |

**Presentation Abstract:**

If you are attending such conference to present, please provide your presentation abstract.

|  |
| --- |
| Abstract |

**Travel Budget Support Details:**

List Major Conference Travel Expenses totaling up to $2000 such as Conference Registration, Hotel accommodations, and Airfare, train fare or bus fare. If total costs are still below $2000, then meals and ground transportation could also qualify as a major expense. Please note that the P.I. is responsible for assisting the student in travel booking on the lab’s travel credit card and collecting travel receipts, and they will be then given the GSI cost string to cover the charge if approved by GSI/GPGG.

|  |  |  |  |
| --- | --- | --- | --- |
| Item No. | Description of Expense | Subtotal | |
| 1 | i.e. Conference Registration | $ - | |
| 2 | i.e. Hotel Accommodations | $ - | |
| 3 | i.e. Air fare (or other transportation) | $ - | |
| 4 | - | $ - | |
|  | Grand Total | $ - |

**SEE NEXT PAGE FOR TWO MORE BOXES TO COMPLETE --->>>**

**Other Support and Details:**

PI should briefly list or state commitment that she/he has other funding to cover other travel incidentals like ground transportation and meals.

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| --- |
| e.g. PI NIH grants, startup funds, student has fellowship money, etc. |

**Preliminary Data, Preprint or Citation of student’s work to be presented:**

Please paste a simple graphic of prelim data that student will be presenting

|  |
| --- |
| e.g. heatmap, diagram, gel, molecular structure |