

Graduate Student Travel Fellowship Application
California State University, Long Beach
Hispanic Serving Institution

Project HOGAR (Hispanic Opportunities for Graduate Access and Retention), in collaboration with the CSULB Dean of Graduate Studies, is pleased to announce the Fall 2017, Spring 2018, and Summer 2018 Graduate Travel Fellowships. These fellowships are made possible by two sources of funding: the U.S. Dept. of Education Promoting Postbaccalaureate Opportunities for Hispanic Americans (PPOHA) program and the CSULB Office of Academic Affairs.

Eligibility requirements

- You must present a talk or poster at an academic conference. Travel to attend, volunteer, or chair a session at a conference is not eligible.
- Travel must be completed between September 1, 2017 and September 30, 2018.
- You must be a matriculated postbaccalaureate student enrolled in a CSULB masters, doctoral, credential, or graduate certificate program **at the time of travel**; GS 700 is sufficient. Students enrolled through Open University are not eligible.
- All eligible postbaccalaureate students are invited to apply.
- For all funding, preference will be given to first-time recipients. Additionally, for the PPOHA funds we will give preference to applications from underrepresented and/or underprivileged students (for example, Hispanic or low-income students).

Each travel fellowship is intended to support and encourage conference travel. Maximum award each year is \$1,000 for first-time recipients and \$500 for those who received funding in previous years. Students selected for the fellowship will receive the funds after returning from travel and submitting proof of having presented a poster or talk at the conference. No cash advances will be given before travel. **NOTE:** These fellowships will be coordinated with other Financial Aid that the recipient may have; thus, awards may first offset loan debt; please contact the Financial Aid office to discuss your particular aid package.

The complete application package must include:

- Graduate Travel Fellowship Application Form (attached)
- Graduate Travel Statement of Purpose (attached)
- Unofficial transcripts for CSULB postbaccalaureate program (these can be obtained from MyCSULB; please convert to .pdf format).
- FAFSA Report, if claiming priority due to financial need.

Submit an electronic copy of your complete application as a **single .pdf file** to Dr. Nancy Hall, nancy.hall@csulb.edu.

Review of applications will begin September 1, 2017 and will continue on a rolling basis until funds are expended.

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Does your trip include any personal days, not related to conference attendance? (If so, expenses for these days should NOT be included in the proposed expenses on the next page.)

Proposed Costs

Estimated costs do not have to be exact, but should reflect typical and reasonable travel expenses for the time and location.

Airfare / train:

Ground transportation:

Hotel (include number of nights):

Conference registration fees:

Per diem for food and miscellaneous expenses (max of \$60/day—provide breakdown of expenses):

Other (explain):

Total:

Please list all other travel funds from any other source (for example: ASI, Student Life and Development, sponsored graduate programs, faculty grants or departmental funds) that you have received, requested, or intend to request toward this same trip. Indicate the source (include contact information) and the amount received/requested.

Verification

I verify that all information above is accurate to the best of my knowledge. I will notify Dr. Nancy Hall if I receive additional travel funding, or if any other information changes.

Signature: _____ Date: _____

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Faculty verification

(To be signed by the department chair, graduate advisor, or PI)

I support the above-signed student's application for a travel fellowship. I verify that this conference is an appropriate and legitimate venue for the student to present his/her work. I have reviewed the information on page 2 and 3 of this application.

Signature: _____

Date: _____

Name: _____

Position: _____

Email: _____

Phone: _____

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Graduate Travel Statement of Purpose

Please give a 1-2 paragraph statement (no more than one page) regarding the purpose of the trip, your career aspirations, and how you believe this conference will enhance your academic and professional development.