

CSB/SCB Conference Travel Grant Guidelines

(Last modified January 24, 2010)

This grant is available to student members of the CSB/SCB to offset the cost of, and facilitate travel to CSB/SCB or NACOB conferences. A maximum of 20 awards will be given out with a maximum value of \$300 each. Awards will be determined based on financial need. Questions regarding eligibility or the application procedures should be sent to the CSB/SCB Secretariat (Dr. Jennifer Durkin: durkinjl@uwaterloo.ca)

Eligibility:

- Students must be a current CSB/SCB member and be pursuing biomechanics research
- Students must be registered as a full-time MSc or PhD student
- Financial need must be demonstrated
- Students must have an abstract accepted for presentation (podium or poster) at the conference and be the presenting author
- The student's advisor must have an active CSB/SCB membership*

Process:

- Applicants must submit their completed application form plus other documents to the CSB/SCB secretariat at least 2 months prior to the beginning of the conference. The specific due date will be announced in advance of the conference.
- The applications will be reviewed by a subcommittee of the CSB/SCB executive.
- Upon approval of the travel grant, a cheque will be mailed to the awardee(s).
- Applicants will be informed of the funding decision 1 month before the start of the conference.

Application:

- CSB/SCB Conference Travel Grant Application Form
- A one page letter outlining why you require these funds and how the travel experience will benefit you.
- A one page letter of support from the applicant's supervisor outlining the specific contribution(s) of the student to the study
- A copy of your abstract

*Exceptions are possible for students who are in a program with no assigned advisor or for work performed independently. A rationale must be provided in the application letter why this condition should be overlooked.

CSB/SCB Conference Travel Grant Application

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Applicant

Family Name: _____ Given Name(s): _____

Department/School/Faculty: _____

University/Institute: _____

Street: _____

City: _____ Province: _____

Country: _____ Postal Code: _____

Email: _____

CSB/SCB Student Member since: _____ (year)

Number of CSB Conference Travel Grants Received: _____

Number of other CSB grants received: _____

Supervisor

Family Name: _____ Given Name(s): _____

Title: _____

Department/School/Faculty: _____
(If same as above just indicate)

University/Institute: _____

Street: _____

City: _____ Province: _____

Country: _____ Postal Code: _____

Email: _____

CSB/SCB Member since: _____ (year)

Conference Travel Information

Conference: _____

Location: _____

Dates of Travel: _____

Mode of Transportation (bus, train, air): _____

Budget

Expenses

Conference registration fees: \$ _____

Estimated transportation cost: \$ _____

Estimated accommodation cost: \$ _____

Estimated food cost: \$ _____

Other costs: \$ _____

Please provide a detailed explanation of the expenses listed above:

What is your current academic funding situation (i.e. NSERC, teaching assistantship)?

How much of this trip is your supervisor funding? _____

How much is your institution funding? _____

Value of other travel support? (e.g. scholarship travel stipend) _____

Student Signature: _____

Supervisor Signature: _____