

## **PSP PhD Student Travel Award Policy – Effective 7/1/2022**

Beginning FY23 and effective 7/1/2022, a new student travel award distribution policy goes into effect. All required documents must be submitted to Jeannie Cummins.

Awards are not program specific, but based on the discipline focus of the research project or purpose of travel. A PhD student may only apply for a Department of Pharmacology and Systems Physiology Student Travel Award once per academic year

### **AWARD INFO:**

Travel awards are currently very limited and available on a competitive basis from three sources for all PSP PhD Student travel and/or training:

- ENHANCEMENT FUND - Used for supporting student attendance at National/International Computational workshops in both the Physiology and Pharmacology areas.
- KLINE FUND – To provide awards to outstanding graduate students for travel within the discipline/focus of Physiology.
- PHARMACOLOGY DEVELOPMENT FUND - To support professional development activity, including travel, registration and housing related to presentation of research discoveries, educational programs, and for acquisition of new technical skills in the discipline/focus of Pharmacology.

### **SCOPE and ELIGIBILITY:**

All PSP PhD students are eligible to apply for all three funds. Awards are determined by the student's research discipline and purpose of travel, regardless of the graduate programs.

### **AWARDS AVAILABLE for each academic year (July 1<sup>st</sup> thru June 30<sup>th</sup>): FY 2023**

- ENHANCEMENT FUND – Up to two or three \$3,000 awards
- KLINE FUND – Up to three \$500 awards
- PHARMACOLOGY DEVELOPMENT FUND – Up to two \$500 awards

### **DEADLINES:**

July 15<sup>th</sup> for Fall semester travel

- *For Fall semester, the deadline has been extended to 8/15*
- February 15<sup>th</sup> for Spring/Summer travel

### **REVIEW COMMITTEE:**

The PSP Department has formed a PhD Student Travel Award Committee that will review submissions for travel. The members are:

- Yvonne Ulrich-Lai - Chair
- Hong-Sheng Wang
- Jayme McReynolds
- Jo El Schultz
- Roger Worrell

### **SUBMISSION PROCESS:**

- Students must provide:
  - a. Travel Authorization form (TA)
  - b. Travel Authorization Addendum form (TAA)
  - c. CV
  - d. CONF/WORKSHOP/TRAINING SESSION/LAB TECHNIQUE details including dates and location
  - e. Will the student - Present, Attend, type of presentation (eg, poster, oral)
  - f. A research description of what the student will present

- g. Summary of how the travel/training will benefit the student's scientific education
- h. Letter of support from Mentor indicating funds available for travel from PI grants and how the student will benefit (letter can be sent directly to and Jeannie Cummins by Mentor if preferred)