



Supplementary Funding for International Conference Participation for Faculty Members

Updated: August 2006

This fund was established by the Vice-President, Academic & Research (AVP), in July 2004 to provide supplementary support for the cost of international conference participation. The setting of eligibility and selection criteria, vetting of applications, and the allocation of funds are under the auspices of the FGSR Research Committee, with approval of the AVP.

This fund is separate from the Travel Expense Fund for Scholarly Purposes as detailed

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The goal of this fund is to provide a level of support in the range of \$500 to \$1000 per successful applicant. These funds are meant to supplement funding from other sources (e.g. funds provided under Article 18.1 of the Collective Agreement; research grant funds; funds provided by the organizers of the conference) to aid in the cost of travel for

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Two competitions are held per year.

Applications may be submitted in anticipation of pending official notification of participation in the conference. The application will be reviewed by the FGSR Research Committee and, if approved, recommended funding will be held pending official proof of participation.

Eligibility Criteria

Applicants must:

- x Be a full-time Faculty member at the time of application and travel.
- x Not have received an award from this fund in the previous 24 months.
- x Be attending the conference for the purpose of making a presentation (oral or poster format), acting as an invited Chair of a session, or be a member of the Executive or Organizing Committee of the Conference.
- x Receive the approval of the relevant Dean of Arts, Commerce or Science.
- x Complete the application in full.

In addition:

- x If the presentation has more than one author I U R P 6 D L, only the person \ ¶ V presenting the paper at the Conference is eligible for support.

- x Retroactive applications will not be accepted.
- x Eligible expenses include airfare by the most direct route and at the cheapest available rate and living allowances (meals, incidental, per diem), accommodations, and ground transport D W L R Q L Q D F F R U G D Q F H Z L W K travel policy.

Selection Criteria

To enable a minimum level of funding of \$500 per successful applicant in situations where the number of eligible applicants is large (relative to available funds), the FGSR Research Committee will select applicants for funding based upon the following criteria:

- x The proposed budget (reliability, reasonableness).
- x Impact of the conference participation on the applicants scholarly activity/research program and on the profile of Saint Mar \ ¶ V D V D V V H V V H G E \
 - o The explanation/justification provided by the applicant;
 - o The potential impact of presenting at the con I H U H Q F H R Q 6 D L Q W O D U profile;
 - o The opportunities for publication of the conference presentation to a broad audience;
 - o The recent (last 3 years) research/scholarly publication record of the applicant.

**Application for Supplementary Funding for International
Conference Participation for Faculty Members**

Updated: August 2006 by the FGSR Research Committee

Section I –Applicant Details

Name: _____

Position: _____ Faculty: _____

E-mail: _____ Phone: _____

