

T&T Funding for Conference Travel

Purpose

The T&T Travel Award program supports graduate student travel to showcase their research and scholarly work as it relates to T&T. This travel award program is designed both to enhance professional development opportunities for students and to further promote the status of the University of Central Florida as a “very high research activity” university. T&T Travel Awards are for domestic and international travel to meetings, conferences, performances, exhibits, and workshops a) where the student is presenting their research and b) that have officially published programs.

Eligibility

The following minimum requirements must be met to qualify for a T&T Travel Award:

- The applicant must be a registered student in the T&T program at the time of the award
- The applicant’s work must be accepted to be presented at a competitive meeting, conference, performance, or exhibit.
 - Submissions under review will be considered, but only accepted presentations will be funded.
- Event dates must occur after the application is submitted, and only purchases completed after travel funding has been fully approved can be covered.
 - We recommend applying as soon as the acceptance is received, at least 6-8 weeks before the travel is to take place.
- The Travel Grant will cover up to \$750.00 in accordance with the selection criteria listed below

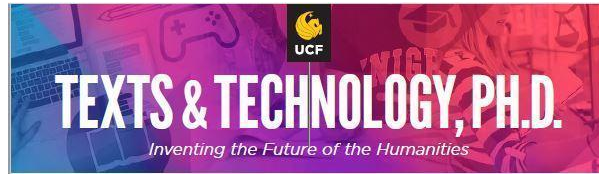
Selection Criteria

Applications received for the T&T Travel Award will be considered in accordance with the following:

- Amount of funds available;
- Number of students applying;
- Whether you have previously received an award; and
- Destination of the event or meeting.

Priorities

- 1st priority: International event
- 2nd priority: National event
- 3rd priority: Regional event



Application Procedure

Applications are accepted on a rolling basis. Applicants must submit the following documents.

To be submitted [via Qualtrics](#):

- A T&T Travel Authorization form
 - Estimated expenses should include travel, lodging, and registration ONLY
- Curriculum Vitae (CV)
- Presentation abstract or proposal
- Presentation acceptance (if available)
- A brief statement (1 paragraph) explaining why this event is valuable for your professional development.
- Verification that the applicant has also applied these **additional sources of funding at UCF** if eligible:
 - SGA Conference Registration and Travel Funding:
<https://ucfsga.com/services/funding/>
 - College of Graduate Studies Presentation Fellowship:
<https://graduate.ucf.edu/presentation-fellowship/>

To be submitted by email:

- A letter from the applicant's faculty advisor or chair attesting the following: quality of the work presented, quality/prestige of the event, event selectivity, what it means to be "invited," and how the event participation is **directly related** to the applicant's work in the Texts & Technology PhD program
- For international travel, the [UCF Global Travel Approval Petition \(TAP\)](#) approval email from intlsafety@ucf.edu.
 - After the TAP has been approved, forward the Travel Safety Registration email from studyabroad@ucf.edu.