

STUDENT CONFERENCE TRAVEL AWARDS

The Institute for Geophysical Research (IGR) is pleased to announce the Spring 2022 competition for the Student Conference Travel Awards Program for graduate students who are engaged in geophysical research at the University of Alberta. The awards are made possible through an endowment in memory of Dr. Roy Dean Hibbs.

Purpose

The purpose of these awards is to assist graduate students in the Institute of Geophysical Research to travel to national and international workshops and conferences to present papers on the research work and to participate in the meetings.

Amount of Awards

The amount of the awards will be such as to assist in the cost of registration fees, economy return airfare, and accommodation and subsistence, typically to a maximum of \$1,000 each. It is expected that the students' supervisors and/or the students themselves will contribute in part to the travel costs. For the Spring 2022 competition, awards can be used to support costs for attendance at conferences that are being held online.

Eligibility

The awards will be made to graduate students, primarily to the Departments of Earth and Atmospheric Sciences, Mathematical and Statistical Sciences, and Physics (the primary member Departments of the IGR), who are working on research projects in the geophysical and astrophysical sciences.

Application Procedure

- 1) Fill out the attached application form
- 2) Attach:
 - a. A copy of your submitted abstract
 - b. Evidence of acceptance of the paper
 - c. A short C.V.
 - d. A letter of support from the supervisor
- 3) Submit the application as a PDF file by email to the IGR Director (claire.currie@ualberta.ca) **before 3 pm, Monday April 4**. Include the email subject line "IGR TRAVEL AWARD". Arrange for the letter of support to be emailed to the IGR director by the supervisor.

Adjudication of Awards

The closing date for this competition is **April 4, 2022** with a decision made within 14 days after the application. The decision is made by a committee composed of members of the IGR from the member Departments. Criteria considered by the committee include the quality of the letter of support, the cost to attend the meeting, the amount of funding available for any given competition, and whether the student has received funding previously or has failed to meet the requirements of the funding as indicated below. All applicants must participate in the Graduate Student Symposium. The talk will also be used as a factor in evaluating the application.

Disbursement of Funds

Procedure:

- 1) Reimbursement for travel will be governed by the University of Alberta travel regulations. Upon returning to the university, the student must submit a completed University of Alberta travel claim form together with all required receipts to the Director of the Institute for approval. This is usually done on the same travel claim prepared with the student's supervisor.
- 2) Funds will not be approved by the Director until the report is submitted and all of the stipulations below have been met.
 - a) The student will be required to submit a brief written report of their travel, including a summary of the session at which their paper was presented and a summary of the meeting as a whole.
 - b) The student will write a letter of gratitude to the sponsor, Nancy Hibbs. This should include a brief summary of the conference experience and the session in which their paper was presented.
 - c) The student is committed to present their research orally to the members of the Institute as a whole. This will be during the Institute of Geophysical Research Graduate Student Symposium, which will be held **April 7, 2022**. This requirement may be satisfied before or after the sponsored meeting. Students who do not comply with this last requirement will not be considered for additional travel funding.

All application materials must be compiled and submitted as a single package. Incomplete applications will not be considered.



Student Conference Travel Award Application Form

Name of Applicant: _____

Email address: _____

Department: _____

Degree and Year in Program _____

Supervisor: _____

Name of Meeting: _____

Location and Dates of Meeting: _____

Title of Session _____

Title of Paper _____

Authorship: _____

Estimate of Costs:	Abstract fee	_____
	Registration	_____
	Airfare	_____
	Accommodation	_____
	Subsistence	_____
	Total	_____

The following must accompany this application:

1. Abstract of the paper to be presented.
2. Evidence of acceptance of the paper.
3. A short C.V. listing academic background, research contributions and awards
4. Letter of support from supervisor.

Signature of Applicant: _____

Please submit application materials as a PDF file and arrange for the letter of support to be sent directly from the supervisor. All materials should be submitted by email **before 3pm on Monday April 4** to Claire Currie, IGR Director (claire.currie@ualberta.ca).