

**ECOLOGY, EVOLUTION AND CONSERVATION BIOLOGY  
APPLICATION FOR STUDENT TRAVEL FUNDS**

1. All full-time EECB students are eligible for awards, which are to cover travel expenses to scientific meetings and special training workshops/seminars. Involvement of students in the EECB program will be taken into consideration.
2. Travel awards limited to one per student per year, and will be limited to \$1200, which may include roundtrip economy air transportation (based on the minimum rates available) conference fees, ground transportation and cost of accommodation. Applications requesting more than \$1,200 will not be accepted.
3. Travel to meetings will only be supported if the research to be presented was done at UH while in the EECB program, and travel to the meeting must take place while still an enrolled UH student.
4. Submit original plus 5 copies of the application, double-sided (including this form) to the EECB office, Snyder 407.

**APPLICANT:**

Name: \_\_\_\_\_ Department: \_\_\_\_\_

Email address: \_\_\_\_\_ Office phone: \_\_\_\_\_

Semester/year became grad student at UH: \_\_\_\_\_ MS or PhD Student: \_\_\_\_\_

Semester/year entered EECB program: \_\_\_\_\_ Date application submitted: \_\_\_\_\_

**MEETING:**

Title of meeting: \_\_\_\_\_

Dates: \_\_\_\_\_ Location: \_\_\_\_\_

Departure date: \_\_\_\_\_ Return date: \_\_\_\_\_

Title of presentation: \_\_\_\_\_

\_\_\_\_\_

**FUNDS REQUESTED:**

Minimum airfare: \_\_\_\_\_ Source of airfare quotation: \_\_\_\_\_

Conference fee: \_\_\_\_\_ Ground transportation: \_\_\_\_\_

Accommodation: \_\_\_\_\_ Total cost: \_\_\_\_\_

Total amount requested from EECB (round to nearest dollar): \_\_\_\_\_

Are you seeking, or do you already have, funds from other sources for the proposed travel?  
Yes ( ) No ( ) (please check one) If yes, please explain:

\_\_\_\_\_

PLEASE ATTACH:

- (1) Abstract of paper or description of presentation. Include name of all co-authors underlining the name of the presenter.
- (2) One page description of your research, including scientific significance and context, briefly stated hypotheses, and results so far. This and all application materials should be in 12 point font with 1 inch margins, printed double-sided.
- (3) Letter of invitation or acceptance of a contributed paper. Alternatively, if the letters of acceptance have not yet been received, provide appropriate documentation that the paper is likely to be accepted (or if a training workshop, that you are likely to be accepted as a participant).
- (4) Statement of why the conference or training workshop is important in your field, why it is important to your research or career goals, and how your presentation (or participation if a training workshop) will enhance EECB's reputation.
- (5) List of prior EECB research and travel grants you have received, including amounts, with a summary of results from prior EECB research support (fellowships and research grants) and brief details of your participation in meetings you have attended (travel grants). Not to exceed 1 page.
- (6) Confidential letter from your advisor explicitly addressing the quality of the research to be presented, the importance of the conference/workshop, including how it ranks among other conferences/workshops in the field, and the importance of your attendance at the conference. If your advisor is not an EECB faculty member, the letter should be from your EECB sponsor.
- (7) Brief statement describing your contributions to the EECB program during the last year.
- (8) List of travel to conferences and professional meetings during the past 24 months and the source of funds for each.
- (9) CV, including a list of publications, grants (current and pending) and other relevant activities during your academic career.

Please check boxes to ensure all items are included. Your application will not be considered if any items are missing.

Applicant's signature: \_\_\_\_\_

ADVISOR'S ENDORSEMENT:

I have read this proposal and advised the applicant in its preparation.  
I recommend ( ) / do not recommend ( ) funding it (please check one).

Advisor's signature: \_\_\_\_\_