

Florida State University
Winthrop-King Memorial Fund
2017/18

APPLICATION FOR CONFERENCE OR RESEARCH TRAVEL GRANTS

AIM: The purpose of these awards is to support the efforts of faculty involved in active research. They may be used for research-related travel or for conference participation. Evidence of sustained scholarly research and publication will be a factor in determining the bestowal and the amount of the award.

APPLICATION PROCEDURE: All eligible faculty are expected to **exhaust all other travel funds available to them before applying for the Winthrop-King Travel Grant**. The Winthrop-King Grant can then be used to supplement either a Provost's Travel Grant or a departmental grant. If awarded both a Winthrop-King Grant and a Provost's Travel Grant, the applicant will be expected to draw first in full on the Provost's Grant, to be supplemented by Winthrop-King funding up to a total grant level not exceeding the total approved travel expenditures applied for. In the first round of funding (October), applications are considered for travel in the fall and spring semesters. In the second round of funding (February), applications are considered for travel in the spring and summer semesters. Faculty will be notified of the outcome of their applications during the month following the deadline for applications.

DEADLINE FOR RECEIPT OF APPLICATIONS:

October 6, 2017 for conference travel in fall 2017 and spring 2018 semesters.
February 9, 2018 for conference travel in spring 2018 and conference or research travel in summer 2018 semester.

Applications may be made while awaiting acceptance of a conference paper proposal; if funding is awarded, **this will be conditional upon receipt of documentation showing acceptance of your paper for inclusion in the conference program.**

AWARD AMOUNTS: No faculty member will be awarded more than \$600 for national conferences, and no more than \$800 for conferences held outside the United States (fall 2017, spring 2018 and summer 2018 funding rounds combined). Priority will normally be given to untenured faculty members. No faculty members will receive more than one travel award per academic year.

NAME OF APPLICANT: _____
EMPLOYEE ID#: _____

PURPOSE OF TRAVEL (for conferences state name of conference, location and dates of the meeting, and attach acceptance letter or copy of the program showing inclusion of your paper; for research travel attach a detailed project proposal)

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OTHER FUNDING APPLICATIONS

Are you eligible for a Provost’s travel grant in support of this travel? (Circle one) Yes / No

Have you applied for a Provost’s travel grant in support of this travel? (Circle one) Yes / No

Have you applied for Dept. Modern Languages and Linguistics travel funds in support of this travel? (Circle one) Yes / No

If your answer to either or all of the above the questions is “no”, please state reason:.....

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BUDGET TRAVEL REQUEST BY CATEGORY

<i>Category of expenditure</i>	\$
Airline tickets	
Other travel (specify)	
Lodging	
Food	
Conference registration fee	
Other (specify)	
TOTAL REQUEST	

APPLICANT’S SIGNATURE _____ **DATE:** _____

SUBMISSIONS: to Prof. Martin Munro, Director, Winthrop-King Institute for Contemporary French and Francophone Studies.