

Florida State University  
Ada Belle Winthrop-King Awards

**GRADUATE CONFERENCE TRAVEL SUPPORT:  
ITALIAN – GERMAN -RUSSIAN**

**AIM:** These awards are designed to enable graduate students majoring in Italian, German and Russian to present papers at national, regional or international conferences, or to attend the MLA for job interviews. In certain fields such as linguistics, applications in support of poster presentations at highly visible national or international conferences will be considered where the applicant can show that the presentation has been accepted after peer review and will receive significant exposure during the conference. Applications must be made for travel in the current or next semester, except in the case of attendance at the MLA for job interviews, after which funding may be requested the following February. Awards cannot be taken up after graduation from FSU or in the semester in which the applicant expects to graduate. Awards will not be granted for study on programs which FSU prohibits or discourages its students from attending, e.g. on the grounds of U.S. State Department travel warnings; awards may be withdrawn at any time on the grounds of revised FSU advice or prohibition.

**DEADLINE FOR RECEIPT OF APPLICATIONS:**

**October 6:** for Fall and Spring semester travel

**February 9:** for Spring and Summer semester travel and for attendance at the MLA for job interviews the previous January.

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. All sections of this form must be completed. Late or incomplete applications will not be considered for funding.

**AWARD AMOUNTS:** The grant awards will not normally exceed \$500 for regional conferences or attendance at the MLA for job interviews, \$1,000 for national conferences, and \$1,500 for international conferences. Lower limits may be set if required by funding constraints. Applications to support the presentation of papers at conferences mainly featuring established scholars will be accorded higher priority than applications to participate in conferences consisting mainly or exclusively of graduate presentations.

**REIMBURSEMENT:** On completion of travel, original itemized travel receipts (including boarding passes for air travel) must be submitted to the Winthrop-King Offices for reimbursement. Only travel items such as airline tickets, lodging, conference registration, food, etc., will be reimbursed.

APPLICANTS MUST PRINT THIS DOCUMENT,  
COMPLETE IT AND SUBMIT IT IN HARD COPY

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**APPLICATION FOR GRADUATE CONFERENCE TRAVEL SUPPORT:  
ITALIAN – GERMAN -RUSSIAN**

**NAME:** \_\_\_\_\_ **EMPLOYEE ID#** \_\_\_\_\_

Your Employee ID number is **not** located on your FSUcard and is **not** the same as your FSUID. Your **Employee ID** consists of nine numbers. You can find your Employee ID on-line as follows:

1. Login to <http://my.fsu.edu> with your FSUID
2. Choose “Secure Apps”
3. Choose “FSUID Management”
4. Your Employee ID will be displayed in the top right corner

**HOME ADDRESS** (to which check will be mailed on completion of travel)

\_\_\_\_\_  
\_\_\_\_\_

**EMAIL ADDRESS** \_\_\_\_\_

**PURPOSE OF TRAVEL**

**Conference name, location and dates of meeting:**

**For presentation of conference paper, state:**

*Title of your paper:*

*Has your paper been accepted for inclusion in the conference program?*

*YES / NOT YET (circle one)*

*If “YES”, attach acceptance notification to your application*

**For attendance at MLA for job interviews, state:**

*Name of each institution by which you were interviewed:*

**BUDGET TRAVEL REQUEST BY CATEGORY (Travel, Lodging, etc.)**

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

**SIGNATURE OF APPLICANT** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**NAME OF MAJOR PROFESSOR** \_\_\_\_\_

**COMMENTS OF MAJOR PROFESSOR, detailing and assessing likely benefits of proposed travel:**

**SIGNATURE OF MAJOR PROFESSOR** \_\_\_\_\_ **DATE** \_\_\_\_\_

**FORWARD COMPLETED APPLICATIONS TO:** Wendy Pigott in  
Diffenbaugh, rm 362B