



## Department of Civil Engineering Graduate Student Travel Assistance Grants



**Objective:** The Civil Engineering Graduate Student Travel Assistance Grants are funded by the Department of Civil Engineering through scholarship money. These grants are designed to enable students to travel for the purpose of undertaking research, or presenting papers/abstracts/posters at conferences with the objective of fostering scientific exchange, networking with other researchers, and showcasing the talents of McMaster's graduate students.

### **Eligibility**

All full-time Civil Engineering graduate students enrolled in a graduate program leading to a degree. Master's students will be awarded a maximum of one travel grant during their program, while Ph.D. students are eligible for a maximum of two travel grants throughout their program.

### **Value of Award**

Awards are valued at a maximum of \$500 per trip, but may not exceed 1/3 of the total cost of the trip (excluding registration). A maximum of \$1500 will be awarded each term, pending availability of funds.

### **Selection Committee/Evaluation Committee:**

Department of Civil Engineering Graduate Affairs Committee and Department Chair.

Applications will be assessed based on the degree to which the proposed travel will enhance the applicant's academic and professional development.

### **Deadline:**

Completed applications **must** be submitted by to the department at least 2 months prior to your planned travel date.

### **Conditions upon receiving award:**

The grant recipient must:

1. acknowledge receipt of the grant at their presentation; and
2. submit a trip report (300-500 words) summarizing their experience at the conference, which may be used to promote the Department of Civil Engineering and this grant in future publications.

### **Timing of Award**

Applicants will be notified regarding the status of their application as soon as possible following the application deadline. All awards are tentative pending the submission of the trip report to the department, at which time the grant money will be transferred to the successful applicant.

**CIVIL ENGINEERING GRADUATE STUDENT TRAVEL ASSISTANCE GRANTS  
(PLEASE TYPE in the space provided).**

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

Student No.: \_\_\_\_\_

E-Mail: \_\_\_\_\_

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

Level:

Campus Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

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**Have you received this Department Graduate Student Travel Assistance grant previously?**

Yes (if so when \_\_\_\_\_)

No

**Present a Paper**

**Undertake Research**

**Present an Abstract/Poster**

**LOCATION: \_\_\_\_\_ SPONSORING ORGANIZATION: \_\_\_\_\_**

**DATE OF EVENT: \_\_\_\_\_**

**If attending a conference:**

- A) 1) Attach proof that your contribution has been accepted. (Note: This may be appended to your application after the deadline.)  
2) Attach an abstract or other short description of your contribution.  
3) Indicate how this will benefit your thesis research in the space below**

**OR**

- B) If undertaking research, indicate location and dates in the space above and provide a brief description of the work and its contribution to your thesis research in the space below**

**No handwritten responses, please. Do not exceed the space below.**

**BUDGET:**

**Expenses**

**Amount**

*Detail all estimated expenses.*

**Air Transportation** \_\_\_\_\_

**Ground Transportation** \_\_\_\_\_

**Registration** \_\_\_\_\_

**Accommodation** \_\_\_\_\_

**Other, Specify** \_\_\_\_\_

**Total Expenses**

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**Funding**

<b>List all sources of funding</b>	<b>Requested</b>	<b>Confirmed</b>	<b>Amount</b>
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<b>Supervisor's Contribution</b>			_____
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**What other actions have you taken to secure funding?**

**Total Amount requesting from the department:**  
*(Amount must not exceed \$500.00)*

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\_\_\_\_\_  
**Supervisor (please print)**

\_\_\_\_\_  
**Signature of Supervisor**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature of Student**

\_\_\_\_\_  
**Date**

**Submit completed application to: Department of Civil Engineering, JHE 301 at least 2 months prior to planned travel date. Only successful applicants will be notified of their award.**