# Department of Political Science - Graduate Students

# Application for Funding for Conference/Meeting Participation

**Name:** \_\_ **Year:** (eg PhD2):

**Telephone number: \_\_\_ Email address**: \_\_\_\_\_\_

**Address:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Name of conference/meeting:** \_\_\_\_\_\_\_

**Date of conference/meeting:**

**Title of paper to be presented:**

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

**Have you applied for an Arts Graduate Student Travel Award to fund your attendance at this conference?**  **Yes** **No**

**If yes, what was the outcome, and if no, why not? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Have you applied for other sources of funding (eg academic supervisor(s), CIPSS, CSDC)?**

 **Yes** **No**

**If yes, which sources and what was the outcome?**  \_\_\_\_\_\_\_\_\_\_\_\_\_

**If no, why not?**  \_\_\_\_\_\_

**Transportation (specify type & approximate cost):**

**Lodging (specify type and number of days):**

**Food (specify no. of days & approximate cost):**

**Other:**

**Total Amount of Request:**

**PLEASE NOTE:** Application must be submitted two months prior to date of conference/meeting.

***RETURN THIS FORM TO ANDREW STOTEN (office: Leacock 416 or mailbox in 414)***

***FOR OFFICE USE ONLY***: **Date Received:**

**Approval of Associate Director of Graduate Studies:**  **YES**   **NO**

**Amount:**

# Department of Political Science

**Instructions for Application for Funding for Conference/Meeting Participation**

In order to encourage M.A. and Ph.D. students to participate in scholarly conferences, the Department is pleased to announce that limited funding is available for graduate students planning to attend such conferences under the following circumstances:

1. M.A. and Ph.D. students who will be presenting papers at scholarly conferences.
2. Ph.D. students going onto the academic job market who wish to take advantage of the job placement services available at the annual meetings of the Canadian Political Science Association (CPSA) and the American Political Science Association (APSA). Applicants need not present a paper or serve as a panel discussant to receive these funds, but Ph.D. students are only eligible for ONE such grant for attending each conference during their enrolment in the Ph.D. program and normally should apply during their last year in the program.
3. Ph.D. students who have been asked to serve as a panel discussant at either the CPSA or APSA, provided they have completed all program requirements except the dissertation, including the successful submission of a dissertation proposal. Travel grants will be available to discussants only at these two conferences, DEPENDENT UPON AVAILABLE FUNDS, in recognition of the prestige associated with them. Applicants must provide a letter signed by the panel organizer inviting them to serve as a discussant in order to be eligible.

Students are eligible for ONE travel grant per university academic year (September 1 to August 31), unless they are applying for funding to participate in the CPSA and/or APSA conference job placement services. In the latter case, students are eligible for TWO grants per fiscal year.

Students should try to obtain travel funds provided by the organization sponsoring the conference. For example, members of the Canadian Political Science Association are eligible for travel grants to the Learned Societies’ Meetings. The American Political Science Association should also be approached when presenting a paper at the annual meeting.

This application form is available from: <http://www.mcgill.ca/politicalscience/grad/gradformsdocs>

Due to limited funds, Department grants will reflect the least expensive means of transportation which can be used (e.g. taking a train rather than flying to Toronto, APEX fares, etc.) and students are encouraged to seek low cost lodging, e.g. a dormitory, staying with friends, sharing a room, etc.).

Applications must be submitted two months prior to the conference, to Andrew Stoten by email (andrew.stoten@mcgill.ca) or hard copy (Leacock 416 or mailbox in Leacock 414).

On receipt of an award, students will be asked to provide confirmation their paper has been accepted, and proof of travel will be required (air fare, boarding passes, accommodation).