

Dear Colleagues:

I am happy to announce that eligible faculty and librarians may receive up to \$500.00 from the Office of the Provost for travel expenses related to presentation of original papers at scholarly and professional meetings. This includes reimbursement for all allowable travel related expenses such as lodging, meals, transportation and conference registration. "Travel Authorization" must be submitted and approved prior to travel. Funds may be used for international or domestic travel.

Purpose

The purpose of the travel grant is to support presentation of the applicant's original research or creative effort. The research or creative work must be presented at a conference or professional meeting. The presentation will usually be in the form of an oral or poster presentation, but can vary with field (example: performance of a new musical work, or art exhibit). Attending a meeting or chairing a session does not qualify.

Eligibility

All tenured and tenure-track faculty members and librarians are eligible.

Allowable Travel Expenses

- Conference Registration
- Airfare, Ground Transportation and/or Personal Mileage
- Lodging and Meals – limited to actual costs (single occupancy rate)

Criteria for Review

All applications will be reviewed using the following criteria:

1. Applicant's adherence to application guidelines
2. Priority will be given to tenure-track faculty and to faculty who have not received Provost's travel funds during the previous year.
3. Applications partially supported by other sources of funds will be given priority.
4. The significance of the conference. Conferences of the national association or society in the applicant's discipline are considered to be significant. When possible, evidence of conference's selectivity and impact, such as percentage of acceptance of submissions, should be provided by the applicant.
5. Applicant's record of professional productivity, as evidenced by refereed publications and other scholarly activity during the previous five years
6. Applicant's record of extramural funding during the previous five years. Travel fund support comes from the return of indirect overhead. Proposals for presentations that have the potential to increase the applicant's chances of securing extramural funding will be given priority.

The application form may be found at <http://www.umassd.edu/provost/resourcesforfaculty/>

Completed applications (including approval signatures and all required attachments) must be received by the Provost's Office at least fourteen (14) days prior to the date of presentation.

If you have any questions, please contact Ingrid Bailey in the Provost's Office at ibailey@umassd.edu or x8069.

Sincerely,

[Mohammad A. Karim, Ph.D.](#)

Provost and Executive Vice Chancellor for Academic Affairs

Office: 508-999-8024

Fax: 508-999-8375

Revised May 2, 2019