



## WGS Graduate Student Travel Award

As a student pursuing the WGS graduate specialization or minor, you are encouraged to present your scholarship and creative work at professional conferences. These opportunities can enrich your background in Women's and Gender Studies and enhance your professional preparation.

The WGS Program would like to support you in these endeavors. As a WGS graduate specialization or minor student, you are eligible for funding of up to \$300 one time during your academic career at UNL for expenses related to presenting at a conference. Your conference presentation must address WGS issues.

All travel grant proposals must utilize the attached WGS Graduate Student Travel Award Application. Prior to their trip, students must also fill out a pre-travel authorization request through Concur. *Please note:* the Graduate Student Travel Award cannot be paid if the student does not complete their Concur authorization request before travelling. For help with Concur, please contact Rob Hahn ([rob.hahn@unl.edu](mailto:rob.hahn@unl.edu)).

Up to **five** graduate students can receive funding each academic year (three awarded in the fall, two in the spring).

### Application Deadlines

Fall: October 1

Spring: March 1

Please return applications to:  
Jennifer Haley, Administrative Support Associate  
[jhaley1@unl.edu](mailto:jhaley1@unl.edu)

Once your application has been approved, Jennifer will contact you regarding the reimbursement process. If the conference has already occurred at the time of application, keep in mind that reimbursement requests must be received no later than 60 days after the final day on which expenses were incurred. Please plan accordingly.



**APPLICATION**  
**Graduate Student Travel Award**

Date of Application: \_\_\_\_\_

**APPLICANT INFORMATION**

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

NUID: \_\_\_\_\_

Email address: \_\_\_\_\_

MA Student

PhD Student

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

**CONFERENCE DETAILS**

Name of Conference: \_\_\_\_\_

Location (City and State): \_\_\_\_\_

Date: \_\_\_\_\_

Title of Presentation/Paper:

Short abstract:

**BUDGET**

Please provide a basic budget for your conference expenses:

**CONFIRMATION**

Attach confirmation (email, letter, etc.) indicating your acceptance to present at the conference.