

## GRAEME BELL TRAVEL AWARD TERMS OF REFERENCE

### Purpose

The goal of the Graeme Bell Travel Award (GBTA) is to enrich and enhance the undergraduate research experience at the University of Calgary. The GBTA provides financial support to the Program for Undergraduate Research Experience (PURE), Alberta Innovates Summer Research Studentships (SRS), and the Undergraduate Student Research Awards (USRA<sup>1</sup>) student researchers interested in travelling to conferences or symposiums to share their summer research findings. The GBTA is open to undergraduate students who have received an 8-, 12- or 16-week PURE or SRS or USRA award in spring/summer 2024.

### Value

Students can apply for a maximum of one (1) GBTA for up to \$1,350. GBTA recipients will be paid directly by the Student Awards Office as a one-time payment. Payments can be requested in advance to cover expenses. The award payment is intended to cover student expenses associated with participating in a conference or symposium.

### Eligibility

To be eligible to apply for a GBTA, students must:

- Be a student in good academic standing;
- Be currently enrolled as a full-time undergraduate student at the University of Calgary;
- Have received a PURE, SRS or USRA award in spring/summer 2024;
- Have submitted a complete GBTA application;
- Be **presenting** your research at a conference or symposium; and
- Attend or have attended the conference or symposium **between August 1, 2024 and July 31, 2025.**

### Criteria for Award Allocation

In determining who will receive awards, the committee will consider the need for funds, clarity of statements explaining of how the experience will enhance the program outcomes of the Undergraduate Summer Studentships program, the number of applications, event type, and the nature of participation. In general, conference presentations will be given higher priority over poster presentations. The committee may also prioritize upper-level students, and first-time conference attendees and presenters.

Final award decisions are communicated to applicants and the Student Awards Office. In conjunction with the Registrar's office, the Student Awards Office will allocate student award amounts directly.

### Application Deadlines

September 30, 2024 @ 11:59 pm

January 31, 2025 @ 11:59 pm

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<sup>1</sup> The tri-council funded NSERC, SSHRC, CIHR

## **Accountability**

### **Students must provide the following in the GBTA application:**

- Students must be supported by and obtain a signature from their Supervisor
- Proof of acceptance to present at the conference or symposium

### **Students must provide the following AFTER the conference or symposium:**

- Provide proof of attendance at the conference or symposium (ex. photo of name tag, conference program)
- Statement that the fee hasn't been paid by other sources (supervisor, department, faculty)
- Statement of impact of attendance at the conference or symposium
- Headshot
- Complete the post-travel survey

## **Receipt of Travel award**

You will be notified by email of the result of your application within 3-4 weeks of the application deadline.

Upon accepting a Graeme Bell Travel Award, recipients are required to provide banking information to the University of Calgary.