

GRADUATE ASSISTANTS UNITED (GAU) ANNUAL GRANT FUND

APPLICATION FORM

The GAU Executive Committee has established the *GAU Annual Grant Fund* to support the growing financial needs of graduate assistants in their endeavor for excellence at the University of Rhode Island. Charitable funding is available for reimbursement of expenses directly related to **presenting papers, delivering poster sessions, performing or exhibiting creative work, or other pursuits of professional/educational advancement.** The awarded funds can be used to help cover **registration fees, travel expenses, and accommodations, to purchase necessary supplies or equipment related to research/teaching endeavors, and to organize events which further academic advancement** at the University of Rhode Island. Applicants should complete the form below and on the back, and attach any documents as requested. **Return the forms to the GAU office: 302 Roosevelt Hall or fax to 874-5147.** Applicants under consideration of reward will be asked to attend a regular GAU meeting and briefly justify their funding request to the executive committee. All final decisions, including the award recipients and the amount of funding provided, will be voted by the GAU executive committee. Funding may be provided prior to actual need, although proof of usage must be eventually provided to the GAU in the form of receipts, brochures/program booklets, photographs, etc. Awards must be used within six months of disbursement. Please call **874-5148** for further information.

Name _____ Department _____

Campus / Local Address _____

Telephone _____ E-mail _____

Amount Requested _____ Request Date _____

Total Travel Expenses (if applicable, please list the **trip total**)

Destination _____ Travel Dates _____

Transportation	\$ _____
Accommodations	\$ _____
Total	\$ _____

Total Supplies/Equipment (if applicable, please list the **trip total**)

Description	_____
Cost	\$ _____

Purpose of Request: Please use the reverse side of this paper for justification of your request for Grant funds. Attach any pertinent documentation, which may include notification of award or acceptance of paper, poster session, performance, photos, brochures or program booklets.

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POLICY FOR DISTRIBUTION

Funding is available for reimbursement of expenses directly related to **presenting papers, delivering poster sessions, performing or exhibiting creative work, or other pursuits of professional/educational advancement**. The awarded funds can be used to help cover **registration fees, travel expenses, and accommodations, to purchase necessary supplies or equipment related to research/teaching endeavors, and to organize events which further academic advancement** at the University of Rhode Island.

The Finance Committee shall have the responsibility of collecting, reviewing and recommending to the Executive Committee, the amount of funds to be distributed as determined by the responsibilities of the graduate assistant and the location of the event. **In no case shall the granted amount exceed 50% of the total expenditure for the graduate assistant.**

	Presenting	Attending
Domestic	\$250.00	\$150.00
International	\$500.00	\$400.00