

APPLICATION FOR UNDERGRADUATE TRAVEL FUNDING

Due 1st of each month to the Department Head

NAME:

A#:

MAILING ADDRESS:

EMAIL ADDRESS:

TELEPHONE NUMBER:

MAJOR(S)/MINOR(S):

ESTIMATED GRADUATION MONTH/YEAR:

The History Department makes available small grants of up to \$500 for travel to present at conferences, for research in archives, for travel to internships, or for other research projects as approved by the department. To apply, please fill out the information below and return to the Department Office in Old Main 323.

Amount requested:

(please attach estimated budget)

Purpose of request:

Proof of acceptance: Please attach a program, printed invitation, or email demonstrating evidence of the professional activity.

Dates of Travel:

You will be notified within two weeks of application about whether your application was approved. If approved, please contact Monica Ingold at monica.ingold@usu.edu to complete a travel authorization before your travel. For reimbursement, please submit receipts as soon after the travel as possible to the History Department office.