

## **BUILDING STRENGTH Travel Grants For External Presentations or Performances**

### **Purpose**

Travel grants of up to \$500 are available to support travel by full-time faculty members to give:

- Invited or contributed presentations of scholarship or creative activities at academic conferences,

OR

- Invited or contributed creative performances at an external venue.

Applications must be submitted *prior to travel and must include official verification* that a presentation or performance at an academic conference or external venue will be made. Retroactive requests made after travel has been completed will not be considered.

Funds will be provided once travel has been completed and appropriately documented.

### **Eligibility**

- All Bargaining Unit Faculty Members are eligible to apply in accordance with Article 23, Section 7 of the Collective Bargaining Agreement effective July 1, 2019 through June 30, 2022.

### **Deadlines**

Travel funds will be made available for presentations or performances made during each quarter of the fiscal year and will be awarded until funds expire for that quarter. ***Faculty are encouraged to contact OSPR before submitting a travel request to verify that travel funds remain available for the time of their travel.***

**Building Strength**  
**CONFERENCE PRESENTATION/PERFORMANCE TRAVEL GRANTS**

*PROPOSAL COVER PAGE*  
Submit by email to [OSPR@bgsu.edu](mailto:OSPR@bgsu.edu)

Applicant Name:		Department:
Rank:	Office Phone:	E-Mail:
Title of Presentation or Performance:		

**Conference/Performance Information**

Date of conference or performance: \_\_\_\_\_

Location: \_\_\_\_\_

**Funds Requested:**            \$

**Statement of Need:** If the applicant already has external grant and/or start-up support, provide a brief explanation of why these travel funds are needed.

**Required Documentation:** Provide as an email attachment official documentation that the above presentation or performance is scheduled to be made at the external venue. Note that funds will be provided after travel has been completed and appropriately verified.

Submit this completed form by email to [OSPR@bgsu.edu](mailto:OSPR@bgsu.edu).