

# Herbert Lipke Memorial Endowment Fund

## Support of Biology Graduate Student Travel

The Herbert Lipke Memorial Endowment Fund provides support of professional travel for Biology Graduate Students. In keeping with the wishes of the Lipke family, funds are awarded **only for presenting work at scientific meetings**.

**REQUIREMENTS** The following requirements must be met in order to receive funding.

1. Funds are **ONLY** for travel to meetings at which **you present** a poster or a talk. You do not have to be sole author of the presentation.
2. You must apply to the Graduate Student Assembly (GSA) for funds as well; we understand that you may not receive funds from GSA and if you don't receive funds from GSA, you may still receive Lipke funds, but you are required to at least apply. GSA typically provides about \$400 and we need all students to take advantage of this to maximize the number of students Lipke funds can support. You pay fees for this resource and you should get something back.
3. Please consider other source of funding such as the graduate student union, conference sponsored travel opportunities, etc.
4. You must travel cheaply and by public transportation when possible (*e.g.*, the "T" vs taxi). Take student housing if available, double up in rooms, get all student discounts generally available at meetings and pay registration fees on time to avoid late fees, etc.
5. Priority will be given to students that have not received Lipke Travel Funding previously.
6. **Supporting Documents Needed:** submitted abstract, abstract acceptance email (if available), and a letter of support.

### REVIEW PROCESS AND SUGGESTIONS

1. Lipke funds are provided to the department on a fiscal year (July to June) basis, but you can apply for a later fiscal year in the previous fiscal year. For example, if your meeting is in July (a new fiscal year), you can apply in the previous fiscal year and we encourage you to do so.
2. To facilitate quick and efficient review, there will be 3 application review periods per year: 1) April 15 deadline for conference between May and September 2) September 15 deadline for conferences October-January application submissions; 3) January 15 deadline for conference between February and May application submissions
3. Applicants are encouraged to apply well in advance of their meeting so 1) that they may know if they are awarded funds prior to going to the meeting and 2) that they can be reimbursed once they get back from the meeting. For example, based on the review periods above, if a student wants to present at a meeting in February, they should apply at least in the October-December application period so that they will be notified of a potential award in January and can be reimbursed right after they return from the meeting. If you don't apply well in advance, you will have to wait to be reimbursed until the review period and you are notified of an award.

We absolutely want to continue to support all graduate student travel that meets the above requirements. However, given the number of students now applying for these funds, the priority for funding will be travel, registration and housing. *Per diem* or food costs will only be covered if we have sufficient funds.

The **Herbert Lipke Memorial Endowment Fund** was established in 1983 by members of the Lipke family, his friends and colleagues to support graduate work in biology at the University of Massachusetts at Boston. Herb Lipke was a Professor of Biology at the University of Massachusetts, Boston from 1967 to 1983. An internationally known biochemist, Professor Lipke's main research was on the structure of cuticular proteins of insects. He also collaborated with scientists around the world in insect biochemistry and tropical medicine. His international research was concerned with the susceptibility of insects to insecticides. He worked on organic or natural methods of insect control to seek a better approach to the control of mosquitoes and tsetse flies in Africa and the Middle East. Before joining the UMass faculty, Professor Lipke was a biochemist with the entomology branch of the U.S. Army Research and Development Command at Edgewood Arsenal, Maryland, in the late 1950's through the late 1960's. Before that, during World War II, he was attached to a chemical mortar battalion with the Army's Chemical Corps in North Africa and Europe. Professor Lipke also had been a visiting scientist in the Department of Zoology at Cambridge University, England in 1975-1976. He was a Fellow at the London School of Hygiene and Tropical Medicine from 1960 to 1962. He also held numerous other appointments, including fellowships with the Rockefeller Foundation, the World Health Organization and the North Atlantic Treaty Organization.

Please Fill Out the Application Form on the Following Page

# THE LIPKE MEMORIAL ENDOWMENT FOR BIOLOGY GRADUATE STUDENTS

**Directions:** 1) Download and save blank form, 2) completely fill in the information, 3) print document to PDF and save file as: Lastname\_Firstname\_Lipke\_Grad\_Travel\_Application\_YYMMDD, and 4) email application and supporting documents (see first page "Requirements #6") to Maria Mahoney ([Maria.Mahoney@umb.edu](mailto:Maria.Mahoney@umb.edu)).

1) First Name

2) Last Name

3) Contact Email

4) Contact Phone

5) Contact Street Address

6) Contact City, State, Zip

8) Advisor's Name

9) Expected Date of Completion of Degree

10) Thesis/Dissertation Title (approximate)

11) **Purpose of Travel and Relevance To Your Graduate Training** [*e.g.*, identify the name, location, and dates of the meeting, and the relevance of this meeting to your training]:

12) Budget and Budget Justification [provide details such as the number of days, rates, and how you derived the estimates (e.g. Expedia, university per diem, etc)]

Lodging

Lodging Justification

Meals

Meals Justification

Registration

Registration Justification

Travel

Travel Justification

Other

Other Justification

Total

13) Have you applied for other funding to support funding this travel (We require that you apply to GSA and other sources)?

13b) Please identify those other sources of funding.

14) Please include 1 or 2 brief supporting letters from faculty members familiar with your work (submitted separate) . Please list names.

15) Have you ever received a Lipke Award? Check a box.

Yes

No

15b) If so, when? (Example 5/15/14)

Date Received Lipke