Student Travel Funding Policy
Department. of Conflict Resolution, Human Security and Global Governance
(Updated in March 2024)

The Department funds graduate student travel through two mechanisms.

The first is by funding travel to present papers at conferences. All students should review and abide academic conferences policies outlined below. Applications for conference travel funds are on a rolling basis. Students are advised to apply as soon as they receive a conference invitation/acceptance.

The second mechanism is through funding seed grants for research (see section two below).

All applications should be submitted through the online application form.

I. Support graduate student attendance at academic conferences

Policy adopted in May 2013, updated in October 2021

The CRHSGG Department will support graduate student attendance at academic conferences with grants of up to $500, subject to the following rules;

1. The student must be presenting a paper at the conference (posters count, if there is an accompanying paper).
2. The student **must** apply concurrently for funding from the GSA.
3. If the student is **ABD**, they **must** also apply for funding from DOSS Grant Application.
4. The Department will only fund attendance at conferences deemed appropriate by the faculty.
5. Priority will be given to conferences that are:
    a. National or international in scope and audience
    b. Of high professional and academic reputation
    c. Presentation of thesis or dissertation work
6. The student's project **must** be approved by her or his committee chair or advisor as sufficiently advanced to be ready for presentation at a major conference.
7. The student **must** give a practice presentation to a group of faculty and graduate student colleagues in advance of the conference.
8. As a general rule, the Department will support attendance at only one conference per student per year.
9. After attending the conference, the student shall submit a brief report (a page or so) or blog post to the GPD within one week of returning.

Award of support will be subject to availability of funds, and approval by the Graduate Program Director and Department Chair.

II.   Seed Grant Support for GGHS Graduate Student Research

Policy adopted in 2015, updated in October 2021

Seed Grants will be awarded to support seed research or the development of research skills. This can involve preliminary research, participation in methods courses or workshops, or other similar research support activities. The maximum amount of individual awards will normally be $1,000.

These awards are competitive. They will be given once per semester, and the Department will normally fund about 2 awards per semester, awarded by a faculty committee to be named by the Department chair.

1. Application deadlines are **November 1 and April 1**
    a. Funds awarded in the fall round must be used in the same academic year (i.e. by June 1 the following calendar year)
    b. Funds awarded in the spring round may only be used in the following fiscal year (which begins July 1)
2. Proposals should include a one-page description of and rationale for the activity being funded, and a budget. Proposals should be submitted to the Department Chair through the online application [form](#).
3. Priority will be given to students who apply to other sources of funding concurrently
4. Decisions on which proposals to fund will be made by a committee of Department faculty duly constituted by the Chair
5. If there are seed grant funding options available via application to the McCormack Dean's office, students are required to apply for these.
6. Students should also check deadlines and availability of GSA research/seed grants
7. Upon completion of the activity being funded, the student shall submit a short report (of no more than a page) to the Department Chair.