

William Stewart Travel Awards For National & International Conferences

This award, for up to \$500, is designed for full-time assistant professors in the first three years of service to the college. Travel must take place from July 1, 2011 to June 30, 2012.

APPLICATION FORM, Academic Year 2011-2012

NAME _____ Email Address _____

COLLEGE _____

DEPARTMENT _____

RANK _____

DATE OF INITIAL APPOINTMENT TO YOUR COLLEGE _____

Dates of Conference Attendance, from _____ To _____

Title of Your Paper and/or Description of Your Function at the Conference

Name and Location of the Conference (Please include a copy of the Program)

Please include a letter of support from your department chair or your divisional dean who is named here: _____

The application deadline is February 21, 2012.

Please return this form, your CV, a copy of the conference program, and your letter of support by email attachment to the CUNY Academy for the Humanities and Sciences at stewarttravelaward@gmail.com. Applications sent by regular mail cannot be considered. We prefer that all documents be sent as a single combined attachment.

Awards will be announced by March 1. Regardless of the amount of the award, the amount of funds disbursed will not exceed the total of receipts submitted. Since we must reallocate funds before the end of the fiscal year, we can only reimburse receipts that are submitted by June 1, 2012. Please retain all supporting documents, such as registration receipts, travel fees, tickets, & hotel bills. You will need to copy, scan or photograph them before you submit them to us. Do not send original receipts at this time. If you are awarded the grant, all reimbursements will require original written evidence sent by U.S. mail.