**Travel Award Request Form**

**July 11th, 2023 – June 1st, 2024**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please submit this award request and other required documents (see below) to Dr. Andy Flick (andrew.j.flick@vanderbilt.edu).

**Eligibility**

* Must attend more than ½ of the upcoming Evolutionary Studies seminars and journal club meetings
* Research or travel must occur during current fiscal year (i.e., before June 20th, 2024)
* Only one award per trainee in current fiscal year

\*\* Awards must be requested prior to the meeting. Requested funds (**maximum of $500**) must be applied directly to the costs associated with presenting to the meeting.

I certify that I will abide by the terms stated in this form and in my application:

Trainee’s signature: ­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_

I certify that I have read over the application and find it true to the best of my knowledge:

Advisor’s signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_

Advisor’s name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please submit the following:

1. This form signed by both you and your advisor.
2. Meeting justification:
	1. One or two sentence justification on how this meeting fits into the evolutionary studies theme.
	2. One or two sentence justification on how presentation relates to evolutionary studies
3. Budget with justification.
4. Proof of Evolutionary Studies Initiative acknowledgement (e.g., acknowledgement slide).
5. Written statement agreeing to attend majority of upcoming Evolutionary Sciences events

\*\*\* SPECIAL ADDENDUM for 2023-2024 \*\*\*

If you volunteer at the Evolutionary Studies booth for 2 hours during the conference in Albuquerque, you will be eligible for an additional $500 in travel funds. Please note this conference is likely in fiscal year 24/25 unless you use funds for registration costs and other charges that can occur before June 1st.