The T. Denny Sanford School of Social and Family Dynamics (The Sanford School) is fortunate to have funding available to help graduate students enrolled in our doctoral programs with travel to professional meetings. Funding is dependent on your active participation in the meetings (e.g., author, presenter, board members, etc.). Sanford School funding can be used only for coach airfare. Student who receive Sanford School funding are expected to apply for travel funds from other sources (e.g., the graduate college, the organization supporting the conference, the grant that supports you, etc.). NOTE: It is critical that you turn in your travel receipts immediately after you return from a trip. Students must be enrolled full-time and be residing in the ASU area to be eligible for funding.

Complete this form and turn in to Kimberly Updegraft – The Sanford School Graduate Coordinator.

FUNDING GUIDELINES:

- first authors at national conference = maximum of $500 (airfare, hotel, and/or registration only)
- first authors at regional conference = maximum of $250 (airfare, hotel, and/or registration only).
- other authors at national conference = maximum of $200 (airfare, hotel, and/or registration only).
- other authors at regional conference = maximum of $100 (airfare, hotel, and/or registration only).
- first year students at national conference = maximum of $300 for 1 trip during their first year without being on the conference program (airfare, hotel, and/or registration only)
- first year students at regional conference = maximum of $150 for 1 trip during their first year without being on the conference program (airfare, hotel, and/or registration only)

NOTE: Students can only receive funding for one trip over the course of the entire academic year.

Your Name: ___________________________ Date: __________

Trip to: __________________________________________

(include conference title and dates of travel)

Purpose of Trip: __________________________________

Your Specific Role is: ________________________________

Title of Paper: ____________________________________

Author List: ______________________________________

(attach documentation when possible)

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<tr>
<th>Estimated Cost</th>
<th>Cost Requested From The Sanford School</th>
<th>Costs Requested Elsewhere**</th>
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**Indicate Source of Other Costs Requested (e.g., graduate college, grants) and Date Submitted:

Grad Director Approval: ___________________________ Amount Approved: ___________ Date __________

Revised 2/16