

Global Arts and Humanities Group Travel Funds

About: Funds may be used for interdisciplinary groups to attend conferences, visit universities or centers, or attend events/performances. Preferences will be given to conferences that are broad-based, multi-disciplinary, and national/international in scope and are not necessarily hosted by specialized professional societies. Travel leader must be a faculty member from Division of Arts and Humanities. Travelers may include individuals from within and outside of the division, graduate students, undergraduate students, alumni and staff. The travel leader may only apply for ONE grant per fiscal year as a leader, but may appear as part of multiple groups. **After-the-fact requests for funding will not be considered.**

Travel Leader:

Name:

Affiliation (s):

Email:

Travel Group:

List all travelers in the group and include department affiliation. Please note that all travelers cannot be from the same department, unless travelers' research/teaching/community engagement reflects different sub-fields within a department.

Trip Details:

Departure Date:

Return Date:

Reasons for Travel:

Please explain the purpose/ rationale for this travel in detail. (200-250 words)

Describe what you hope your group will learn by attending/visiting your destination. What impact does the proposed travel have on the participants' scholarship/creative practices, teaching, and/or community engagement initiatives (200-250 words)

Please give the name of the conference, university, center or event that you are planning on visiting.

***Please upload a detailed itinerary for your trip (in addition to this form).**

Budget:

Provide an amount for each category as necessary. Total budget must not exceed \$5,000. All costs will be reimbursed according to the OSU Travel Policy which can be found [here](#).

Airfare:

Mileage:

Transportation:

Lodging:

Memberships:

Registration Fees:

Entrance fees:

Per Diem (see

Other:

[Travel Policy](#))

Total:

If amount entered under "other" please explain and justify the costs. Please indicate additional sources of funding for this trip.

By checking this box, you certify that your chair is aware of and approves this proposal

By checking this box, you confirm that, if funded, a member of the team will submit a 2-5 paragraph summary of the travel and what was accomplished to Puja Batra-Wells (batrawells.1). This summary must be submitted no later than three weeks after the travel is completed.

Submitted By:

Date of Submission: