

2019/2020 Grant-in-aid of Student Research Related Travel **School of Optometry and Vision Science**

The Graduate and Research Committee of the School of Optometry and Vision Science has allocated research funds to support student travel to scientific conferences, courses or workshops for students who are first author presenters at research conferences, or enrolled in specialist research training. Applications for conference travel may be based on presentations that are **accepted, submitted or planned. However, the travel must occur between October 1, 2019 and September 31st, 2020.** Any funds awarded on the basis of a presentation that is not accepted, or for travel that does not go forward for any reason, will be withdrawn and funds will be made available for other applicants.

Eligibility:

1. The competition is open to full-time or part-time graduate students and full-time undergraduate/professional students conducting research within the School. To be eligible, students must be in good standing. Good standing is defined as within the program deadlines, but may include those who have been awarded extensions for up to three terms (one year), especially if they are presenting material from a thesis that is near completion.
2. Applicants for conference travel must be the principal (presenting) author.
3. Applicants for travel to obtain research training must be accepted or eligible to attend and explain how the travel benefits the student.
4. The travel funds must be used for presentations that are related to research carried out at the University of Waterloo School of Optometry and Vision Science.
5. The value of the award may be reduced if an applicant has, or subsequently receives funding from external sources (granting agencies, government or research society sponsored travel awards, etc.) to travel to the same event.
6. Applicants must be eligible for travel, including any University of Waterloo requirements and must obtain any required travel documents or visas.
7. Funds awarded are provided through the standard University of Waterloo travel advance or travel reimbursement policies. Receipts are required for all costs.
8. The applicant's supervisor must approve the travel and support its educational value.

Value of awards

These awards have a value of up to \$1000.00 (CAD), or less if the costs are less or if they are met from other funds.

Criteria for Assessment¹:

1. Quality of the research to be presented or program to be attended, including its potential to advance knowledge in the field.
2. Impact to the student who is presenting at this event, including quality of the event, appropriateness of the audience, opportunity for interactions with others in the field and likely value of knowledge gained at the event.
3. Research potential of the student, including academic progress, awards and research achievements. These are assessed relative to expectations for someone with the applicant's level of experience.
4. Priority will be given to applicants who have applied for other funding and travel awards and to those with fewer opportunities to travel in the recent past.
5. Priority will be given to full-time graduate students if necessary.

¹ A subcommittee of the Graduate and Research Committee will adjudicate the applications.

University of Waterloo
School of Optometry and Vision Science
2019/2020 Grant-in-aid of Student Research Related Travel – Application Form

Complete all required fields and submit to the Graduate Coordinator by October 1, 2019 for Fall term travel, March 1, 2019 for Winter term travel and June 1, 2020 for Spring term travel.

Part 1:

Name: _____ ID: _____

Program (circle) MSc PhD UG/OD/Resident E-mail: _____

Start term: _____

I understand that the grant-in-aid, if awarded, may be withdrawn or reduced if I am subsequently successful in obtaining external funding for travel to this event.

I understand that expenses submitted for the grant-in-aid, are subject to the University of Waterloo rules for eligible expenses. (<https://uwaterloo.ca/secretariat-general-counsel/guidelines-travel-expenses>)

Applicant name: _____ Signature: _____ Date: _____

Supervisor Name: _____ Signature: _____ Date: _____
(if applicable)

Part 2:

Proposed Travel:

(a) Oral Presentation (accepted) Poster Presentation (accepted) Proposed or submitted presentation
 Research Training course or workshop Other (specify) _____

(b) Event Name: _____ Date from: _____ to _____

Location (city/country) _____

Event Website: _____

Part 3:

ACCEPTED OR PROPOSED PRESENTATION OR COURSE TO BE ATTENDED (note: if abstract has been accepted, you may attach the accepted abstract rather than completing Part 3):

Title and co-authors (specify no co-authors for single author presentations, course or workshop attendance):

RESEARCH DESCRIPTION (not to exceed 300 words):

- ACCEPTED ABSTRACT
- DRAFT OR SUBMITTED ABSTRACT
- PRELIMINARY ABSTRACT/RESEARCH PLAN
- COURSE OR WORKSHOP DESCRIPTION

Other comments on benefits of attending the event (optional):

Part 4 Funding:

University of Waterloo graduate travel:

- Awarded (amount) _____
- Applied for _____
- Ineligible (reason) _____

External/other travel grant or sponsorship:

Agency: _____

- Awarded (amount) _____
- Applied for _____

Students are encouraged to apply for all available external/other awards. This grant-in aid may be used to replace or supplement discretionary support from the supervisor.

Part 5 Research:

Note that quality is assessed relative to the expectation for someone at your stage and program.

Achievements:

Please attach a list of published papers, submitted manuscripts, published abstracts and/or presentations or lectures. [Maximum of 10 recent items]

Awards:

Please attach a list of recent grants, awards, honors and/or invited talks. [Maximum of 10]