

UNCG Anthropology Department
Kupferer-Outwin Endowed Fund
Request for Travel Funding

Name _____

Today's Date _____

Email _____

Status: Student_____ Faculty_____

Student Applications Require:

Faculty Mentor Name _____

Faculty Mentor Signature _____

Total \$ Amount Requested: The maximum amount funded for students is \$500 and for faculty, \$1500. *Normally, only one KO grant will be funded per individual per year.*
\$ _____

The KO Endowment Fund supports faculty and student travel for either conference presentations or research: fill out only the appropriate section.

Conference Presentation*

Conference Name _____

Conference Website (url) _____

Conference Location _____

Conference Dates _____

Title of Presentation _____

List of Authors _____

* Include a copy of the abstract, a copy of the title page of the official program, and a copy of the page on which your presentation appears.

Research Travel*

Name of Study Site_____

Location_____

Dates_____

* Briefly describe the research project in a few sentences, including a description of the research site and what you plan to do there. Do not include a bibliography.

Budget. Receipts are required for all reimbursed transportation costs (except mileage on personal vehicle and food), hotels, conference registration, printing and incidental research materials.

Commercial Travel (i.e., plane, bus, or train)

Total Commercial Travel_____

Travel by Personal Vehicle Miles Travelled____(@54¢ per mile)

Total Mileage_____

Accommodation Hotel Daily Rate_____

of Nights_____

Total Accommodation_____

Subsistence # of Days____(@ \$41 per day)

Total Food_____

Other **Registration**_____

Printing_____

Incidentals_____

Total Expenses_____