

## **2017-2018 Travel Awards for Postdocs and House Officers**

*Office of Postdoctoral Affairs*

### Description of Award

The Office of Postdoctoral Affairs is pleased to announce the 2017-2018 Travel Awards for Postdocs at NC State University. These grants are designed to provide supplemental funding for postdoctoral scholars and house officers traveling to present at domestic and international conferences. Postdocs are eligible to receive up to \$500 for domestic travel, or \$750 for international travel.

### Application Deadline

September 15, 2017

December 15, 2017

March 15, 2018

June 15, 2018

### Date Notified

October 15, 2017

January 15, 2018

April 15, 2018

July 15, 2018

### Eligibility

1. Must have a current appointment at NC State University or affiliate research centers
2. Must have been in current postdoc position for at least 6 months prior to the submission deadline
3. Must use the award within one calendar year of receiving it
4. Must demonstrate evidence of attending at least **one** professional development program organized by The Graduate School, including workshops, courses, and events.
5. Limit 1 travel award per postdoc

### Submission Guidelines

- All required materials must be submitted through the [Qualtrics Application](#) by the designated deadline.
  - NOTE: You cannot save and return to the application. All material must be submitted at one time.
- All files should be submitted in PDF format
  - Submit according to the following format: “[Last name]\_[First name]\_[Application material]”
  - Example: “Ditillo\_Nicole\_CV”

### Required Materials

1. [Travel Awards for Postdocs Application Form](#)
2. Faculty Mentor Recommendation Form
3. Current CV
4. Proof of invitation/acceptance from conference to present a paper, poster, or panel presentation

Domestic travel applications must be submitted 30 days prior to conference date. International travel applications must be submitted 60 days prior to conference date. Postdocs and House Officers who would like tickets, conference registration fees, and other expenses paid in advance must submit their applications at least 60 days prior to the conference.

### Criteria for Evaluation

Applications will be reviewed on the following criteria:

#### **1. Strength of application**

- a. Merit of the application will be judged by the information provided in the application, abstract, and Faculty Mentor letter
- b. The application is submitted on time with all the appropriate components submitted according to the instructions

#### **2. Clarity of application** - The research brief should be written in non-technical language for a multi-disciplinary audience

#### **3. Contribution to professional development**

- a. Clear synopsis of postdoc/house officers career goals
- b. Compelling argument as to why that particular conference or workshop will advance or contribute to the career goals of the applicant

#### **4. Financial need**

#### **5. Evidence of involvement in postdoc/house officer community**

- a. Applicants must have participated in at least **one** professional development program organized by The Graduate School. Attendance is taken at most Graduate School events
- b. Other forms of involvement, including involvement in Postdoctoral Association (PDA) or other committees

### Postdoc Deliverables

Postdocs who receive a travel award are required to submit the following no more than **two weeks** upon their return:

1. A **one-page** (double-spaced) write up of the conference, what was presented, and what they gained from their experience
2. At least **two** photos from the event that can be used by OPA to promote postdoc research experiences

### NC State Travel Policies

Applications must adhere to the travel policies of NC State:

[Travel Mileage Rate](#)

[Travel Subsistence Rate](#)