

GENI Engineering Conference Travel Grant Guidelines

With support from the National Science Foundation, a limited amount of travel support funding is available through the GENI Project Office for persons wishing to attend the **16th GENI Engineering Conference** in Salt Lake City, UT. The purpose of the travel grants is to increase the educational, ethnic and geographic diversity of the conference attendees and to create opportunities for informal social networking between participants from a wide range of universities and companies, and most importantly to provide opportunities for experimenters to be exposed to GENI concepts and receive training that will enable them to successfully complete experiments using GENI infrastructure. Any applicant is eligible provided he or she is attending or is affiliated with a school in the USA.

Deadline:

Travel grant applications are due by **February 13th** and will not be accepted after the due date. Applications will be reviewed by the GENI Project Office. We will notify grant awardees no later than **February 19th**.

Contents of Application:

Applications for a travel grant should contain the following:

- **Biography:** A brief description of the applicant, including name, gender, country of citizenship, title, business or school affiliation in the USA, home address, and, if a student, current year in degree path and when the degree is expected.
- **Application:** A brief letter explaining **why** the applicant's participation in the GENI Engineering Conference would be beneficial to the candidate (what the applicant expects to learn at the conference) and the applicant's plans for incorporating GENI into his or her current or planned research efforts.

Applicants who have received travel grants for previous GECs may be asked to make a brief presentation at this GEC on how they have been using GENI for their research or teaching. These applicants must indicate if they are willing to make such a presentation and provide a 2-3 sentence description of what they would present.

- **Reference Letter:** For student applicants a letter from the student's advisor confirming the expected benefits to the applicant and the planned research use of GENI.
- **Cost Estimate:** An estimate of travel costs is required. Round-trip airfare from the candidate's home airport to the conference area airport, number of nights hotel support the applicant expects to need, and other costs such as meals, ground transportation, etc. Please complete and submit the cost estimate template (see following page).
 - Please note: We understand the conference fee and hotel rate may not be available at the time of application. Please use a conference fee rate of \$200 and a hotel rate of \$96 per night. Your registration fee will include breakfast and lunch for all three days so please keep that in mind when estimating expenses.

Submission Address:

Applications should be sent to **gec@geni.net** with the subject "***Travel Grant Application***"

Travel Grant Cost Estimate

Travel from/to: _____

Number of nights required: _____

Airfare	
Hotel	
Ground Transportation	
Meals	
Conference Fee	
Miscellaneous	
Total Estimated Costs:	