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 **19th GENI Engineering Conference** at **Georgia Institute of Technology**, Atlanta, GA. 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 affiliated with a U.S institution, including students at U.S schools, is eligible.

Deadline:

Due to hotel availability and deadline, your travel grant applications are due by **January 31, 2014** 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 7, 2014**.

Contents of Application (**Non-conforming applications may be rejected**):

Applications for a travel grant should contain the following:

- ▪ **Biography**: A brief description of the applicant, including name, **home mailing address, gender, country of citizenship**, title, school affiliation in the USA, 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.

- ▪ **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).

    - o 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 $300, a hotel rate of $139 + tax per night at The Georgia Tech Hotel & Conference Center. Your registration fee will include breakfast and lunch for all three days. You should not submit food expenses for reimbursement except dinner cost. However, if you do need to submit other meal expenses, please include a justification. Public transportation will be available from the airport to the hotel or campus.

Submission Address:

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

01/14/2014

Travel Grant Cost Estimate

Travel from/to: _____

Number of nights required: _____

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