Lisa Walker Travel Award

We are pleased to announce the Lisa Walker Travel Award for Spring 2023. Applications and letters of recommendation should be entered via the application link provided below by **March 10th, 2023**

Application Link: https://cornell.ca1.qualtrics.com/jfe/form/SV_0H6ZWpnV0ML11UW

Purpose:

- This award funds travel for unique professional development opportunities that would not already be funded through your lab, such as visiting a collaborator's lab, attending a class to gain a new skill, or presenting at a specialty conference (e.g. Gordon Research Conferences, Cold Spring Harbor). Funds will not be given for conferences like AIChE.
- Travel is to encourage collaborations, enable future career opportunities, or facilitate new directions of research related to post-Cornell plans.
- The maximum award is **$3,000** per student based on the requested budget.

Eligibility:

- Applicants must be female members of CBE, and priority will be given to PhD students. MS students and postdocs will be considered with additional justification of why they are well-suited for this award.
- Travel must occur within the 12 months following the application due date.
- Each student is eligible to receive this award in each category only once.

Instructions:

- The application deadline is **March 10th, 2023**.
- Decisions will be communicated via email by **March 17th, 2023**.
- Submission of the following materials are required for consideration:
    - Statement of intent explaining reasons for travel (< 1 page). Please include:
        1. How this travel will impact your career plans
        2. Relevant presentation experience
        3. Explanation of need for funding
        4. Any potential sources of additional funding
        5. Which of the three categories you are applying for*: (1) Specialty Conference, (2) Collaborative Research, (3) Training, class, or othe*r
    - A recommendation letter from your faculty advisor explaining your need for this funding and why they feel this travel opportunity is important.
    - Itemized budget of all expected expenses (see details below).
    - CV/resume

Additional Event-Specific Requirements:

- **For specialty conferences:**
    - If giving a presentation, include a separate page with the title, abstract, and presentation type (oral or poster).
- **For collaborative research:**
    - Statement of intent should include a description of goals and a tentative research plan.
    - The collaborator must submit a letter of support.
- **For attending a class, training, or non-conference event:**
    - Statement of intent should explain impact on your professional development.
    - Please include a copy of the announcement or a link to the website for this event.

Details of support:

- The total funding available per semester for all awards is $2,500. The maximum award allowed per student is **$3,000** based on the requested budget.
- Either a full or partial award may be offered.
- **Funding is allocated as a <u>reimbursement</u> for eligible expenses following the event for which the award was granted.**
    - Funding support will not be released without receipts for eligible expenses.
    - Recipients must submit receipts to the CBE WOMEN treasurer.
        - Instructions for submitting receipts will be provided in the award letter.
- Only expenses directly related to the conference/reason for travel are eligible for reimbursement, including:
    - Conference/workshop registration fee
    - Transportation
    - Lodging
    - Food (depending on situation and available finances)
- Expenses may NOT include:
    - Alcoholic beverages
    - Recreation/social events
    - Equipment or other goods

How will award recipients be chosen?

- The application packets will be judged using a point-based rubric to eliminate bias. • The merit of the application will be evaluated, focusing on the educational and professional

development of the student, and the need for funds.

Additional requirements:

- Award winners are required to write a letter summarizing their experiences and outcomes, and provide us with a photo from their travel. These will be used for publicity and to thank Lisa Walker.
- Please note that if plans for using this money change, award winners must alert the committee before using the award.