



## Graeme Bell Travel Award Terms of Reference

### **Purpose**

The goal of the Graeme Bell Travel Award (GBTA) is to enrich and enhance the undergraduate research experience at the University of Calgary. For the 2020 – 2021 academic year, the GBTA will provide financial support to PURE (Program for Undergraduate Research Experience) student researchers attending **virtual** conferences or symposiums to share their research findings.

### **Value**

Our virtual “Travel” Award will pay **registration costs (up to \$500)** for undergraduate students to attend virtual conferences or symposiums related to your PURE research.

### **Eligibility**

To be eligible to apply for a GBTA, students must:

- Be a student in good academic standing
- Be currently enrolled as a full-time undergraduate student at the University of Calgary
- Have completed a PURE research project in spring/summer 2020;
- Have submitted a complete GBTA application form [link to form];
- Be **presenting** your PURE research at a virtual conference or symposium; and
- Must attend or have attended the virtual conference or symposium **between Sept 1, 2020 and August 31, 2021** and within six months of the date of application

### **Criteria for Award Allocation**

In determining who will receive awards, the committee will consider the need for funds, clarity of statements explaining of how the experience will enhance the program outcomes of PURE, the number of applications, event type, and the nature of participation. In general, conference presentations will be given higher priority over poster presentations. The committee may also prioritize upper-level students, first-time conference attendees, and EDI seeking groups.

Final award decisions are communicated to applicants and the Award Services Office. In conjunction with the Registrar’s office, the Award Services Office will allocate student award amounts directly.

### **Application Deadlines**

January 31, 2021 @ 11:59 pm

July 1, 2021 @ 11:59 pm

### **Accountability**

#### **Students must provide the following in the GBTA application:**

- Students must be supported by and obtain a signature from their PURE Supervisor
- Link to virtual conference or symposium website indicating the registration fee,
- Proof of acceptance to present at the virtual conference or symposium.

#### **Students must provide the following AFTER the virtual conference or symposium:**

- Provide proof of attendance at the virtual conference or symposium (a screen shot of you presenting is fine)
- Provide a receipt of payment of the virtual conference or symposium registration fee



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- Statement that the fee hasn't been paid by other sources (supervisor, department, faculty)
- Statement of impact of attendance at virtual conference or symposium
- Headshot
- Complete the post-travel survey

### **Receipt of Travel award**

You will be notified by email of the result of your application within 3-4 weeks of the application deadline.

Upon accepting a Graeme Bell Travel Award, recipients are required to provide banking information to the University of Calgary.