



Association of Washington International Student Affairs

## TRAVEL GRANT APPLICATION 2015-2016

The Association of Washington International Student Affairs, AWISA, connects Washington's international educators. AWISA meetings provide quarterly opportunities for professional development, networking, project collaboration and more; members share the common goal of promoting and improving international education. "AWISAns" are Washingtonians *and* members of the global community.

Members include international student and scholar advisors, study abroad advisors, international admissions specialists, student activity coordinators, high school advisors, and ESL advisors—just to name some of the represented areas of specialization—as well as individuals looking to learn more about the field of international education such as graduate students and community members. AWISA meetings feature sessions on a wide range of topics, from intercultural communication to credential evaluation, from study abroad information to F-1 and J-1 regulatory discussions presented by a wide array of people. Members also receive regulatory updates, local job announcements, networking opportunities, and notices about special events by email. AWISA's activities and session topics are driven by current members and leadership, so new members, presenters and ideas are always welcome!

AWISA is pleased to offer travel grants for any NAFSA Regional Conference, NAFSA National Conference, AWISA Conference or other International Educator Professional Development. Please read below for eligibility, instructions, conditions, and information on applying.

### Eligibility:

- Must be working, studying, or living in Washington State.
- AWISA members and non-members are eligible to apply.
- We encourage AWISA members, presenters, graduate students (in international education, student affairs, or similar program), volunteers, interns, etc. to apply.

### Conditions:

- AWISA is offering travel grants in the maximum amount of \$500.00 each for the 2015-2016 Academic Year.
- If conference costs are less than Travel Grant amount, the recipient will only be given funds toward the conference. No profit will be made.
- Recipients must have a hotel roommate or pay the difference on their own. The award will only apply toward ½ the nightly cost of the hotel for conference days.
- NAFSA Travel Grant recipients may also be granted the AWISA Travel Grant; the NAFSA grant will be considered the primary grant. AWISA will only pay the difference in costs with a maximum amount of the total AWISA Travel Grant. In order to receive the funding, NAFSA Travel Grant recipients must submit receipts and an expense report detailing how much was funded by NAFSA and what needs to be funded by AWISA.
- AWISA Travel Grant Recipients must either have Chaired, presented, or organized a session or panel within the past year (from the NAFSA Regional Conference start date) or will do so up to 1 year after the conference.
- A maximum of \$500.00 will be paid to each Travel Grant recipient.

### Process:

- Applications are due to the AWISA Secretary ([secretary@awisa.org](mailto:secretary@awisa.org)) via email by **2 month prior** to conference start date. Late and/or incomplete applications will not be considered.
- Applicants will be informed of decisions via email **1 month prior** to conference start date.
- Travel Grants will be paid to recipients approximately 2 weeks after submission of expense reports, except for those also being awarded the NAFSA Region I Travel Grant who will be reimbursed approximately 1 month after submitting receipts and expense reports. However, if an advance is necessary, please contact the AWISA Secretary directly.

### Contact:

- Please direct any AWISA Travel Grant questions to AWISA Secretary, [secretary@awisa.org](mailto:secretary@awisa.org)



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Name: \_\_\_\_\_  
Last (Family) Name
First (Given) Name

Institution (if any): \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
Please use a valid email; this will be used for communicating decisions.

Are you an AWISA Member:  No  Yes. If yes, since when?: \_\_\_\_\_

Have you ever presented a session at AWISA?  No  Yes. If yes, please list the session, date, and your role below. Attach additional info if necessary.

Session Title	Approximate Quarter/Year	Role (check one) <small>If your exact role is not listed, please select the one that best describes what you did.</small>
		<input type="checkbox"/> Presenter <input type="checkbox"/> Chair <input type="checkbox"/> Panelist <input type="checkbox"/> Organizer
		<input type="checkbox"/> Presenter <input type="checkbox"/> Chair <input type="checkbox"/> Panelist <input type="checkbox"/> Organizer
		<input type="checkbox"/> Presenter <input type="checkbox"/> Chair <input type="checkbox"/> Panelist <input type="checkbox"/> Organizer
		<input type="checkbox"/> Presenter <input type="checkbox"/> Chair <input type="checkbox"/> Panelist <input type="checkbox"/> Organizer
		<input type="checkbox"/> Presenter <input type="checkbox"/> Chair <input type="checkbox"/> Panelist <input type="checkbox"/> Organizer

If you have been active in AWISA in a way other than presenting a session, please list your involvement below. Please include leadership roles, task force involvement, hosting AWISA meetings, etc. Attach additional info if necessary.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

Are you a graduate student:  No  Yes. If yes,

- Degree program: \_\_\_\_\_
- Institution: \_\_\_\_\_
- Expected graduation date: \_\_\_\_\_
- Professional Area of Interest: \_\_\_\_\_

Have you applied or will you apply for the NAFSA Travel Grant for this conference?

No  Yes.



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Are you serving as a session Chair or presenter, or helping in any other way at the conference you will attend using the AWISA Travel Grant?  No  Yes.

If yes, please describe (Session Title, role, other presenters' info, etc.):

Have you ever been an intern or volunteer in the field of international education?  No  Yes

If yes, please describe (where, when, what) Attach additional info if necessary:

Please write a brief statement on why you should be selected as an AWISA Travel Grant recipient. Please include information on how you will give back to AWISA **within 1 year** of attending the conference. You may attach your statement on a separate page (max 1 page).

**Thank you for applying for the AWISA Travel Grant!**