

SPGS Conference Travel Awards 2024-2025

Below are deadlines and policies for requesting conference travel funds for the 2024-2025 academic year from the School of Politics and Global Studies (SPGS).

Requests should be submitted electronically to Bridget.Perez@asu.edu. The SPGS Conference Travel Award Application can be found on the SPGS website at <https://spgs.asu.edu/graduate-degrees/current-student-resources>. All requested information must be provided, including an abstract of your paper/presentation and documentation of estimated expenses.

Reminders:

All students who will be presenting a paper or other presentation at a conference or workshop, *regardless of whether they receive SPGS funding*, must hold a practice presentation at least one week days before departure for the conference. The student should arrange a time with their faculty advisor and/or committee to be present for the presentation and email Jenna Roelle with the date, time and location so that faculty and students can be invited.

All student travel must have accompanying travel documentation completed. Even if the trip is not funded by SPGS or ASU, the student must still complete a “Zero Dollar Trip” request on MyASU Trip for University insurance purposes. Instructions can be found at <https://spgs.asu.edu/graduate-degrees/current-student-resources>. Please contact Thu Nguyen (P.T.Nguyen@asu.edu) for assistance in completing travel documentation.

Food/per diem costs are not funded by SPGS.

Priority is given to students who provide evidence of seeking other external funding (Graduate College, GPSA, conference host) in addition to SPGS funding. Each organization may partially fund a student’s trip. Students are expected to reduce expenses whenever possible; share a room with another student, utilize public transportation, etc.

Semester	Travel Dates	SPGS Request Deadline	Graduate College Request Deadline
Fall 2024	August 1-December 31	August 15, 2024	Sept. 2 (for travel from Oct. 1- Dec. 31)
Spring/Summer 2025	January 1-July 31	January 15, 2025	Dec. 2 (for travel from Jan. 1- March 31) March 3 (for travel from April 1-June 30)

Other Resources:

Graduate College Travel Award information: <https://graduate.asu.edu/current-students/funding-opportunities/awards-and-fellowships/travel-awards>

GPSA Travel Award information (rolling monthly deadlines): <https://eoss.asu.edu/gpsa/funding/travel-grants>

GPSA Research Grant information: <https://eoss.asu.edu/gpsa/funding/research-grants>

ASU Travel/My ASU Trip resources: <https://cfo.asu.edu/traveler-resources>