

SAB TRAVEL MONEY APPLICATION

Program Description

MATC clubs may apply for funding for conference/event costs, such as registration fees, travel, lodging, etc. Please do not rely on this money to pay for your trip, it is meant to support the experience as much as funds permit. Students on the ELT weigh all the applications based on the following criteria and the budget available.

- The information provided by the club on the COMPLETED application (purpose of travel, costs...)
- The maximum that a club can receive in is \$2500 for travel to conferences and field trips combined in one year. The maximum and student can receive in one year is \$300.
- Clubs &/or student participants will be expected to cover at least ½ the costs to attend the event (ie. If the conference cost is \$250, then the club and student(s) should be responsible for at least \$125.)
- The club or student should be responsible for the cost of food while at the conference or on the trip.
- This fund will more significantly support local, regional or statewide travel, unless the student is traveling nationally to compete or present at a conference. Students traveling to a conference to compete or present are also encouraged to apply for a Lang Sollinger grant.

Eligibility

1) Applicant(s) must be formally enrolled at MATC in the fall/spring semester(s) during which the conference/trip takes place and also an active club member in a formally registered club.

2) Applicant must have an advisor sponsor the request by signing on the application. The sponsor's role is to recommend the student for consideration by the ELT review committee. By signing as the sponsor you are ensuring that the student(s) applying are attending the event. If there is a reason for missed attendance it is your responsibility to return the funding to the ELT. Violation of this rule could result in revocation of rights for future funding.

Trip Information

***If there are multiple students applying for the same conference, please attach a list of names and student ID #s to this application.**

Club Name _____
Contact Name _____ Phone/Email _____

Name, location, and dates of conference or trip; please indicate purpose of travel and attach agenda or additional conference information to this application.

Cost Breakdown

Total Cost for participation per student \$ _____ X _____ (# of students) = \$ _____ Total Cost for Club

Total Transportation Cost = _____ Total Lodging Cost = _____

Total Registration Cost = _____ Total Other Costs = _____

Note what you mean by Other Costs listed above: _____

Amount Requested (For Entire Group if applicable) \$ _____

Amount Covered by Club (Total – Amount Requested) \$ _____

Student Rep Signature _____ Advisor Signature _____

Application Deadline

October 31, 2007 for first semester travel & March 26, 2008 for second semester travel.