



## Erma Lee and Luke Mooney Graduate Student Travel Grant

Grants of up to \$800 (930 miles or less) or up to \$1000 (930 miles or more) are available to TAMUG-based graduate students, whose Graduate Committee Chair is in the College of Marine Sciences and Maritime Studies. Grants are made to graduate students traveling off-campus, including both Galveston and College Station, to (i) present their scholarly work at an academic, professional-level conference (e.g., AGU, SICB, GSA) or (ii) conduct research-related fieldwork. A new application is required for travel not outlined in an approved application.

Graduate students are limited to 1 award every 24 months. Travel must occur within 8 months of the grant. Grants that are received by students not on A&M payroll may be considered taxable income. Funds are for travel expenses only (i.e., transportation, meals, lodging, and conference registration fees). All university compliance obligations must be respected (e.g., foreign travel, export controls). RGS will arrange grant disbursement to the recipient through an individual account number, and this account number is charged when graduate students submit a travel report through *Concur* at the conclusion of travel. All travel (domestic and international) must meet current [Texas A&M travel guidelines](#), and be associated with an approved *Concur* Travel Request before travel. Any international travel requires registration with [Education Abroad](#).

### Instructions

To apply, please send the completed application materials electronically in a single PDF file to [gradstudies@tamug.edu](mailto:gradstudies@tamug.edu).

### Application Deadlines

Applicants are selected on a rolling basis. Funds not used within 8 months are swept.

# Erma Lee and Luke Mooney Graduate Student Travel Application

**1. Name, UIN, & Program**

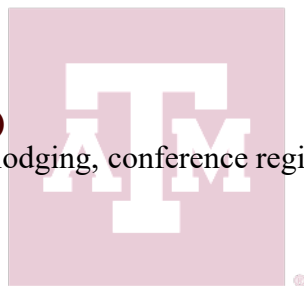
**2. Title of Conference Presentation or Research Project**

**3. Conference abstract or Research Justification for Travel (2000 characters)**

**4. Conference Information (Title, date, location, sponsoring organization) or Research Location**

**5. Budget Estimate (total + breakdown)**

Please estimate travel costs (e.g., airfare, lodging, conference registration fees) and funding sources (other grants, self-supported).



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**6. Student Certification (sign and date)**

I understand that (1) disbursement of the travel grant is intended only for the purpose stated in this application, and (2) any shortfall between the student travel grant and total budget estimate has been discussed with faculty mentor.

**7. Faculty Certification (sign and date)**

I support the above Mooney Travel Grant request. My graduate student and I have verbally discussed any budget shortfall between the estimated budget and the proposed Erma Lee and Luke Mooney Graduate Student Travel Grant.