

Queen's University

POST-DOCTORAL TRAVEL AWARDS

Objectives: The objective of the Post-doctoral Travel Awards program is to encourage post-doctoral fellows to travel to conferences to present their significant scholarly work. All post-doctoral fellows currently holding an appointment at Queen's University are eligible to apply.

Deadlines: November 1 and April 1 (year to run May 1 to April 30).

Please note the **timelines for applications:** If conference travel takes place between **November 1 and March 31**, please submit your application for **November 1** deadline. If travel takes place between **April 1 and October 31**, please submit for **April 1** deadline.

Value: Award amounts may vary depending on the number of applications received and the program budget. Awards will not exceed \$2,000.

Guidelines and Eligibility: Queen's University post-doctoral fellows, who have not received Queen's Post-doctoral Travel Awards in the previous competition are eligible to apply for funding to travel to present significant scholarly work. Only one application per individual per competition is allowed. Only one award may be received every 12 months. Awards may be used to provide partial support for travel, accommodation, meals and registration fees associated with an event. Annual membership fees are an ineligible expense.

Evaluation criteria will include: economic need, the significance of the event for the post-doctoral fellow's professional development, and the role of the post-doctoral fellow in the event (e.g. organizer of a session, presenting multiple papers, etc.)

Applications to fund an event that has already been attended will not be accepted.

Travel Awards must be used during the Queen's post-doctoral fellow term.

Awards can be approved on the condition that a copy of the invitation or acceptance to present will be forwarded before the award is released.

Awards may only be used towards the event listed in the online application.

Applicants will be informed of the adjudication results no more than 15 working days after the deadline.

Recipients of the award will be reimbursed up to the amount of the award after returning from their travels.

Recipients may also be announced on the Office of Post-Doctoral Training (OPDT) website (incl. name of recipient, department, and conference) and may be contacted for a short report on their conference activity, to be published on the OPDT website under [post-doctoral research](#).

Submission Instructions:

Applicants submit using the online application form using their NetID and password. Supervisors also submit their letter of support through the online system. For more information and to log on to the online application, please see the [OPDT website](#).

If you have any questions, please contact Dr. Rebecca Hügler at Ext. 75356 or sgspostdoc@queensu.ca