

**TRAVEL GRANT** - **APPLICATION FORM**

Apply for up to £500 funding towards your travel costs (transport only) to attend a non-RSA event. This grant is an opportunity to help you towards your travel costs to present your work, network and participate at worldwide non-RSA events within the field. You must be presenting a paper at the event in the field of regional studies (sub-national).

Please complete the form below and email it to: [travelgrant@regionalstudies.org](mailto:travelgrant@regionalstudies.org)

|  |  |  |
| --- | --- | --- |
| **APPLICANT**  Please enter your details below | | |
| Title: |  | |
| Name: |  | |
| Address and postcode: |  | |
| Phone number: |  | |
| Email address: |  | |
| Affiliation:  Name and address of Higher Education Institution;  Position, Job Title |  | |
| **RSA MEMBERSHIP**  Applicants of the travel grant must be a member of the Association at the time of the application, at the time of travel and at the point of claiming reimbursement. Non-members are encouraged to apply and join at the same time. | | |
| RSA membership number:  RSA Membership category:  *Student, Early Career, Individual or Associate)*  RSA Membership expiry date: |  | |
| **DETAILS OF THE EVENT THAT YOU WISH TO ATTEND**  Please be aware that the event you wish to attend needs to be held a minimum of 6 weeks after the Travel Grant application deadline has passed. | | |
| Name of the event: |  | |
| Website of the event: |  | |
| Dates of the event: |  | |
| Location of the event: |  | |
| Summary of the event (Approximately 250 words): | | |
| **YOUR PRESENTATION** | | |
| Title of paper, which you plan to present at the event: |  | |
| Abstract of your paper (please copy your 400-word max abstract here): | | |
| Explain how your paper is directly linked to regional studies: | | |
| Please tell us how you plan to promote the RSA and its membership: | | |
| Please confirm that you have received an official permission from the event’s organisers to display RSA materials at the event. A copy of the confirmation may be requested. This grant cannot be accepted if permission has not been received. | | |
| Please add any information that would support your application (if any): | | |
| **TRAVEL AND FUNDING**  The RSA Travel grant only covers travel costs up to £500 (not accommodation, subsistence, conference fee and food). | | |
| Detailed planned travel itinerary: | | |
| Details of budgeted costs and contribution the grant makes to the total cost of the trip: | | |
| Names and sums given from other funding sources (if any): | | |
|  | | |
| Name and signature (for electronic versions):  *I have read the Terms and Conditions stated in the Travel Grant Handbook and, if my application is successful, I agree to abide by them.* | |  |
| Date and Place: | |  |