

## **NCAIR Travel Grant Program**

The North Carolina Association for Institutional Research (NCAIR) has a travel grant program to assist members with attending the annual conference.

**Purpose:** To promote professional development among institutional research professionals that work in institutions and organizations from North Carolina associated with NCAIR.

**Eligibility:** Travel/development grants are available to both active members and newcomers (individuals who will become new members of NCAIR at the next annual conference) from North Carolina schools. Upon review of the applications by the Travel/Development Grant Committee, a recommendation is made to the NCAIR Board of Directors who will approve the travel/development grant awards.

**Amount of Grants:** The amount awarded to each grant recipient will be based on the amount requested as well as the financial need of the requester, but will not exceed \$200. The grant can be used toward hotel and mileage. *Conference registration fees will be waived for recipients.*

**Application Materials and Considerations:** To be considered for the award, application materials must be submitted to the Travel Grant Committee. *The deadline for grant application will be March 1, 2016.* The following items must be submitted:

- a. A completed NCAIR Travel Grant Request Form.
- b. A brief resume/curriculum vita.

Travel grant requests can be completed online using the following link, <http://goo.gl/nNe6hB>. Alternatively, the attached form may be used and submitted via mail, email, or fax.

**Criteria for Awarding of Grants:** Recommendations by the Travel Grant Committee to the Executive Committee for travel grant awards will be based on information submitted in the application materials.

## NCAIR 2016 TRAVEL GRANT REQUEST FORM

Name: \_\_\_\_\_

Institution: \_\_\_\_\_

### **Amount Requested (Maximum of \$200):**

Please describe the financial need and the financial support, if any, available from your institution. How will receiving this grant contribute to your professional development, particularly with regard to current and future activity in NCAIR?

Please attach a brief resume/curriculum vita to this form and mail, fax, or e-mail to the NCAIR Travel Grant Committee Chair named below.

The deadline for the 2016 NCAIR Conference is March 1, 2016.

The deadline for the 2015 SAIR Conference is September 1, 2015. (SAIR-presenters only)

NCAIR Travel Grant Committee Chair

ATTN: Elizabeth Cooper  
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For more information about NCAIR Travel Grants, go to:

[http://www.ncair.net/wp-content/uploads/Travel\\_Grants\\_Policy.pdf](http://www.ncair.net/wp-content/uploads/Travel_Grants_Policy.pdf)