**Mongolian/Inner Asian Studies**

**Conference Travel Request Form**

In an effort to support the dissemination of Mongolian Studies research, Western faculty can request the use of John C. Street Endowment funds to defray the cost of their attendance at academic conferences. Expenses up to $2,500 can include transportation, accommodations, per diem, and registration. Preference will be given to presentations that are peer-reviewed and formally accepted by the conference organizers prior to the funding request. Provisional awards may be made pending notification of acceptance.

Name:

Email Address:

Department:

Conference Name:

Sponsoring Organization:

Presentation Title:

Conference Dates:

Conference Location:

Has your presentation been peer reviewed and formally accepted by the conference planners?

How does conference attendance relate to your Mongolian Studies research?

Please attach a copy of the conference acceptance notification.

|  |  |
| --- | --- |
| Expense | Estimated Budget (US$) |
| Transportation |  |
| Accommodations (See [U.S. State Department](https://aoprals.state.gov/web920/per_diem.asp) guidelines) |  |
| Per Diem (See [U.S. State Department](https://aoprals.state.gov/web920/per_diem.asp) guidelines) |  |
| Registration |  |
| Other |  |
| Total |  |

Requests for funding are evaluated on the 15th of September, January, April, and June. Off-cycle requests will be considered on a case-by-case basis.

Travel and reimbursement are managed by the Institute for Global Engagement. For more information, please contact IGE Fiscal Specialist [Michelle Stach](mailto:stachm@wwu.edu).