



Chapters Graduate Student Travel Awards

DESCRIPTION:

The Society for Neuroscience Chapters Committee offers Graduate Student Travel Awards to offset travel expenses to the Society for Neuroscience Annual Meeting. The awards include a stipend and meeting registration fees to honor outstanding graduate students nominated by their local SFN chapters.

Awardees will be chosen on the basis of the scientific merit of the abstract, evidence of community outreach, as well as letters of nomination from the Principal Investigator/Mentor and the local nominating chapter, as described below.

- 1. Each chapter may submit a single nomination to the SFN Chapters Committee. Nominees must meet the following criteria:**
 - a. The nominee must be the first author of an abstract to be presented at the Annual Meeting.**
 - b. The abstract must be of the highest scientific merit.**
 - c. The nominee need not be a member of the Society for Neuroscience, but his/her advisor must be.**
 - d. The nominee must be a graduate student who has advanced to candidacy for the Ph.D.**
 - e. Only one applicant from a given laboratory may be considered by a chapter in any given year.**
 - f. The laboratory from which the nominee is chosen should not have been the recipient of a Travel Award the previous year.**

- 2. The application/nomination packet submitted to the Chapters Committee must contain two copies of the following items.**
 - a. Application form (attached, available as a PDF file on the SFN Web site at www.sfn.org/chapters, and posted to all chapter representatives).**
 - b. Copy of the abstract form submitted for the annual meeting.**
 - c. One-page letter of recommendation from the advisor.**
 - d. One-page C.V. of the nominee, including education, date at which nominee advanced to candidacy for the Ph.D., honors/awards, publications (abstracts and manuscripts).**
 - e. The Chapter Representative must submit a one page letter of nomination, which describes the selection process employed (number of applicants, number of committee members making the selection, and voting process for the selection). The letter needs to state the criterion and methods used to judge the scientific merit of the abstract (e.g. internal logic of the written abstract and quality of the research) and provide assurances regarding the general award criterion listed under Item 1.**

3. Nominations must be received by the Society for Neuroscience office by the deadline posted on the SfN website.

4. Winners will be notified in early summer. Letters will be sent to awardees and their chapter representatives, informing them of the award. Awardees will receive a special ribbon to attach to their annual meeting badge, designating them as recipients of the Society for Neuroscience Chapters Graduate Student Travel Award. Awardees will also attend a special reception, in their honor, hosted at the annual meeting.

5. Award checks will be given to recipients at the annual meeting. To receive the award, the awardee will attend a reception and awards presentation for all winners at the Annual Meeting. The award will be made in the form of an honorarium check made out to the awardee.



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Application Form

This form must be used by each Chapter to nominate a single graduate student for the travel award.

Please note:

- 1. Each chapter may submit only one nomination to the SFN Chapters Committee.**

- 2. One copy of the nomination packet must be received by the posted deadline. Each nomination packet includes the following:**
 - a. This application form.**
 - b. Copy of the abstract form submitted for the Annual Meeting.**
 - c. One-page letter of recommendation from the advisor.**
 - d. One-page C.V. of the nominee, including education, date at which nominee was advanced to candidacy for the Ph.D., honors/awards, and publications (abstracts and manuscripts).**
 - e. One-page letter of nomination from the chapter, detailing how the nominee was selected (from how many applicants; how scientific merit was judged [e.g., internal logic of the written abstract, quality of the research]; assurance regarding general award criteria given in the description of the awards).**
 - f. All materials must be typed in 10 point or larger font.**

- 3. Copies of nomination materials should be sent to the Chapters Department, Tel (202) 962-4000, E-mail: chapters@sfn.org; Society for Neuroscience, 1121 14th St., NW, Suite 1010, Washington, D.C. 20005. Materials may be e-mailed.**



Name of Nominee:

Department:

Institution:

Street:

City/State/ZIP Code:

Telephone/Fax:

E-mail:

Name of Nominating Chapter/Chapter Representative:

1. Are you a member of the Society for Neuroscience? ___ yes ___ no

2. Describe briefly what funds, other than this award, will be available for your travel to the Annual Meeting. Please specify the source and the amount of the funds, and whether they are certain or hoped-for.

3. Please provide a brief description of the focus of your research (do not exceed 250 words).

4. Please describe any neuroscience outreach activities that you participated in this year (do not exceed 150 words).

5. Signature/Date