

## Request for Funding for AMS Conferences and Symposiums

This form is to be used by AMS conference program chairpersons to request funding for conference and symposium activities authorized by the Council of the AMS. Please complete all applicable sections of the form and forward to your lead meeting planner no later than 9 months (for student awards/travel grants) - or 3 months (for other requests) - before the conference/symposium for clearance and approval by an AMS STAC Commissioner.

Sponsoring Commission/ Committee:

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Conference Title:

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Conference Dates:

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AMS Annual Meeting?

Yes	No

The following are AMS authorized activities. Enter dollar amounts requested.

\$	1. Student paper <b>awards</b> for oral and poster presentations at the conference or symposium
\$	2. Student presenter <b>travel</b> allowance (registration, transportation, lodging, food)
\$	3. Invited paper <b>abstract fee</b> waiver (abstract, extended abstract, and recording) \$95 each
\$	4. Invited speaker <b>travel</b> (registration, transportation, lodging, and food)
\$	5. <b>Special programs</b> (for example: networking session to allow students to meet professionals in their chose interest area)
\$	<b>TOTAL</b> (Note: \$1500 is the maximum amount)

Requested by \_\_\_\_\_ Date \_\_\_\_\_  
(name and title)

Telephone number \_\_\_\_\_ E-mail \_\_\_\_\_

Approval by \_\_\_\_\_ Date \_\_\_\_\_  
Commissioner/ President

## Explanation and justification for AMS Conferences and Symposium Funding Request

(Please be specific and provide as much detail as possible. Lack of detailed information will result in a delay of approval.) Please complete all sections for which you request funds and include all pages in your email for approval. Please note that the student funding option should be an open, competitive process, and advertised to all students.

1. Student paper **awards** for oral and poster presentations at the conference or symposium

*A maximum individual award allowed is \$200. The AMS can provide certificates, but plaques are not permitted. Example of these awards: \$200 first place oral presentation and \$200 first place poster, along with lesser amounts for second and/or third place; along with the monetary award, winners could receive an AMS reference book*

- A. How will you let students know the funding is available (e.g. AMS student opportunities webpage, inclusion in the Call for Papers, targeted email)?
- B. Please explain the review and selection process (will there be a committee to judge the oral and poster papers? How will they vote on the winner):
- C. How will the money be divided?

2. Student presenter **travel** allowance

*This allowance is designed to cover registration fees, transportation costs, food and lodging for students presenting poster or oral papers. Travel money will be reimbursed after the meeting. Registration should be handled prior to the travel and during the registration period where possible. Submitters should work with their AMS lead meeting planner for both reimbursement and registration. This request form is not intended to serve as a travel grant funding application. For more information on student funding grants, see the AMS web site: [http://www.ametsoc.org/amsstudentinfo/stg\\_info.html](http://www.ametsoc.org/amsstudentinfo/stg_info.html)*

- A. Explanation and Justification:
- B. How will you let students know the funding is available (e.g. AMS student opportunities webpage, inclusion in the Call for Papers, targeted email)?
- C. Please explain the review and selection process (e.g., will students submit a formal request for support, justifying their need? Please be as specific as possible.)
- D. How will the money be divided? (e.g. \$500 to each of 3 winners)

3. Invited paper abstract fee waiver

A. Explanation and Justification:

4. Invited speaker travel

*Similar to abstract fee waiver, this allowance is designed for individuals who are not AMS members and not considered part of our professional community. It should not be used cover the costs of the travel (registration, transportation, lodging, and food) for individuals whose organizations normally cover professional meetings.*

A. Explanation and Justification:

5. **Special programs**

*This funding category allows conferences or symposiums to host special events for the professional development of members and students. For example, a conference could host a meeting to allow students to network with professionals in their chosen discipline.*

A. Explanation and Justification: