**Travel Grants for Faculty**

**OVERVIEW**

Purpose: Professional development travel grants for faculty

Maximum Award: $2,000

Awards: While multiple applications may be submitted, only one travel award will be allowed to any single individual in a single grant year (grant year period is May 1st – April 30th)

Deadline: There are two application deadlines per grant year, March 15 and September 15

**FUNDING OPPORTUNITY DESCRIPTION**

This funding opportunity announcement issued by OK-INBRE solicits applications for faculty professional development through travel to attend regional or national research and/or educational conferences to present scholarly works related to the biomedical and human health and disease missions of the NIH and OK-INBRE. Educational meetings must be related to enhancing knowledge and or best practices in a STEM discipline.

**ELIGIBILITY**

Faculty that are employed full-time at one of the following OK-INBRE network institutions are eligible: Cameron University, East Central University, Langston University, Northeastern State University, Northwestern Oklahoma State University, Oklahoma Panhandle State University, Rogers State University, Southeastern Oklahoma State University, Southwestern Oklahoma State University, the University of Central Oklahoma, University of Science and Arts of Oklahoma, Oklahoma City Community College, Tulsa Community College, Redlands Community College or Comanche Nation College. Students are not eligible to apply.

Students can also be included in the budget request for the event or conference along with the faculty mentor.

**APPLICATION DEADLINES**

The OK-INBRE grant year runs from May 1 – April 30.

Deadlines:

**March 15, 2017** for travel from May 1, 2017 – October 31, 2017

**September 15, 2017** for travel from November 1, 2017 – April 30, 2018

**APPLICATION**

Application form

Biosketch

Detailed budget including costs for:

Transportation (flight or other mode of travel)

Lodging (at conference approved hotel)

Registration

Allowable Travel Expenses:

Airfare

Registration

Hotel

Taxi

Airport parking

Per diem (calculated at NIH rate)

Personal mileage

Checked baggage for one bag

NOTE: Funds may not be used for salary support. Funds may not be used for membership fees unless membership fees are included as part of registration costs. If there is an option to register without membership, that option must be selected.

Meeting Information:

* Title and abstract of presentation (for oral or poster presentation) – 1 page maximum
* How the conference will enhance your career (and your students if included in budget) and how it will impact your future research and/or educational activities at your home campus – 1 page maximum
* Provide a copy of the literature and background provided by the conference for informational purposes or provide the conference URL that can be accessed online - no page limit
* Names of students attending if applicable

Note:

* The faculty member and/or accompanying student must be presenting a poster or oral presentation to be eligible to apply for a travel award (i.e., at least one member of the traveling party must be presenting at the meeting).
* OK-INBRE travel grants may be used to supplement other travel funds for a professional meeting. Priority will be given to faculty who have no other travel resources.
* Faculty are not restricted as far as the number of grant submissions in a single grant year, but may only be awarded one time per grant year.

**APPLICATION SUBMISSION**

Applications must be submitted electronically to the OK-INBRE Sponsored Program Coordinator, Ms. Dawn Hammon, at [dhammon@osrhe.edu](mailto:mvaughan4@uco.edu) by 5pm on the relevant deadline date. No paper applications will be accepted.

**EVALUATION AND REVIEW**

Each application will be evaluated by the OK-INBRE Program Coordinator (PC) and a review committee selected by the PC. Applicants will be notified shortly after each deadline by email.

**AWARD REQUIREMENTS**

A brief progress report of the travel will be required at the end of the OK-INBRE grant year, which is typically due to the OK-INBRE office in February of each year.

**GRANT ADMINISTRATION**

The source of funding for the OK-INBRE Program is the National Institutes of Health. Therefore, all expenditures must be made in compliance with all applicable federal rules and regulations including Cost Accounting Standards. Questions about grant administration should be addressed to Dawn Hammon at [dhammon@osrhe.edu](mailto:dhammon@osrhe.edu).

**About OK-INBRE**

INBRE is a part of the NIH Institutional Development Award (IDeA) Program, which also includes the Centers of Biomedical Research Excellence (COBRE). The goal of the IDeA Program is to increase the biomedical research capacity of the 23 participating states and Puerto Rico. More information about OK-INBRE can be found at <https://www.okinbre.ouhsc.edu>