Sidney Kaufman Travel Funds Guidelines

The Sid Kaufman Travel Fund (SKTF) is available to undergraduate majors specializing in geological sciences and graduate students in the field of geological sciences, who are presenting papers/posters, to attend the national meetings of the SEG, GSA, AAPG, or AGU within the conterminous 48 states of the U.S.

- Requests must be made and approved prior to the start of travel for which funds are being requested. No requests for reimbursement submitted after travel will be considered.
- **Justification is needed from the student’s advisor** if student is requesting Kaufman travel funds to a conference, but not presenting a paper/poster. Priority will be given to those students who are presenting papers/posters.
- Priority will also go to students who can obtain partial support from other sources. Graduate students should first apply for funds from the Graduate School and consult with their advisor before making application for Kaufman funds.
- The maximum amount that can be requested will remain at $1,000. However, there is no guarantee that the maximum will be approved for any given request.
- Awards will be limited to one per academic year for any student who applies.

Each request must include a clear and detailed justification for the amount being requested. Requests must include:
  a. An abstract of the paper/talk if you will be presenting
  b. Travel and accommodation details
  c. The amount applied for/receiving from the Graduate School, faculty advisor funding, other sources of funding (Use Sidney Kaufman Travel Fund Request Form).

Application Deadline for Fall Meetings:
GSA: 10/1
AGU: 11/30

Spring and summer travel requests should also be made well in advance. As requests are submitted and reviewed, priority will be given to those who have submitted a comprehensive request demonstrating their need for funds as stated in the guidelines above. These clarifications are in addition to the conditions set forth in the Kaufman bequest.

The Kaufman Fund is a generous and much appreciated gift to our students. However, receipt of such support is a privilege and not a right. Unless it is carefully managed, it will be quickly drained leaving future students without its benefits. Please help us preserve this valued resource for as long as possible by first seeking support from other sources before applying to the Kaufman Fund. For extenuating circumstances, please see the Department Chair.