

**UNIVERSITY OF DELAWARE DEPARTMENT OF MUSIC  
FY 19 GRADUATE STUDENT RESEARCH/STUDY TRAVEL GRANT APPLICATION FORM**

Awards are given to outstanding music graduate students to encourage ongoing research and study. The award may be used toward summer research, specialized study in performance or attendance at a music festival or workshop. Awards will total a maximum of \$750, though extenuating factors such as international travel will be considered. Students are eligible for one award per academic year.

Students should be nominated for this award by one or more members of the music faculty. Nominations should include a description of the proposed activity as well as the anticipated benefits. The Graduate Committee will determine the recipients of the award.

Students are encouraged to apply for additional funding from the Graduate College and external organizations.

***This form is due to Ellie Wydra at least one month prior to travel. Please submit an electronic copy.***

**PART I      Applicant Information**

NAME: \_\_\_\_\_ TODAY'S DATE: \_\_\_\_\_

DEGREE PROGRAM **Master of Music**/CONCENTRATION: \_\_\_\_\_

ANTICIPATED DEGREE COMPLETION (month/year): \_\_\_\_\_

**PART II      Project Description**

On a separate page, please provide a brief description of the research or study you wish to pursue and explain how it fits into your long-term career goals. If relevant, provide the names of teachers you will study or work with during the project, or the name, dates, and a brief description of the festival or workshop you will be attending.

**PART III      Logistical & Budgetary Information**

LOCATION: (Include city, state and hotel or other venues) \_\_\_\_\_

TRAVEL DATES: From \_\_\_\_\_ To \_\_\_\_\_

I am attending in the following capacity:

- ( ) Attendee
- ( ) Participant
- ( ) Presenter
- ( ) Officer of Organization (Give name of organization and your title.):

\_\_\_\_\_

( ) Other \_\_\_\_\_

**BUDGET: ENTER TOTAL \$ AMOUNT PER CATEGORY:**

Registration Fee: \$ \_\_\_\_\_  
Hotel: \$ \_\_\_\_\_ # of nights \_\_\_\_\_ at \$ \_\_\_\_\_ per night; private ( ) shared ( )  
Meals: \$ \_\_\_\_\_  
Travel: \$ \_\_\_\_\_ to include airfare, parking, tolls, ground transportation, etc.  
Airfare \$ \_\_\_\_\_; Rail \$ \_\_\_\_\_  
Airport Shuttle \$ \_\_\_\_\_  
Car mileage \_\_\_\_\_ @ \$.56 per mile \$ \_\_\_\_\_  
Other \$ \_\_\_\_\_

Other expenses not listed above: \$ \_\_\_\_\_

Description of other expenses:

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Matching support for travel from grants, awards, special funding (please provide source of funding):

\$ \_\_\_\_\_ from \_\_\_\_\_

Other pertinent information not covered elsewhere on this form:

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TOTAL AMOUNT OF TRAVEL: \$ \_\_\_\_\_

**PART IV Letter(s) of Recommendation**

Please attach your letter(s) of recommendation.