



Statement of Purpose for Conference Travel: *The Conference Travel Stipend supports travel to academic & professional conferences only. If you notice any application outside of this, please notify Alex Ruiz, EDGE Center Coordinator at alex.ruiz2@uta.edu.*

Applicant Name: _____ Applicant UTA Mav ID: _____

Conference Name: _____ Conference Dates: _____

QUESTIONS TO CONSIDER	Score = 0	Score = 1	Score = 2	Score = 3	Score = 4	Score = 5
<i>To what extent does the applicant describe how attending would benefit their academic & professional development?</i>	Provides a very inadequate rationale explanation or This section is missing.	Provides a very vague rationale for their attendance & impact on academic/professional development.	Provides basic rationale for their attendance & impact on academic/professional development.	Provides reasonable rationale for their attendance & impact on academic/professional development.	Provides strong rationale for their attendance & development, but not as well-reasoned as 5.	Applicant provides a detailed and well-reasoned rationale for their attendance & development.
<i>To what extent does the applicant describe the contribution that their attendance will have on degree completion?</i>	Demonstrates no contribution to their degree completion - or- This section is missing.	Demonstrates little contribution to their degree completion.	Demonstrates some contribution to their degree completion.	Demonstrates average contribution to their degree completion.	Demonstrates above average contribution to their degree completion.	Demonstrates a strong contribution to their degree completion.
<i>To what extent does the applicant describe the benefit of their attendance to the UTA community?</i>	Provides no explanation of how their attendance at the event will benefit the UTA community upon their return -or- This section is missing.	Provides a vague explanation of how their attendance at the event will benefit the UTA community upon their return.	Provides some explanation of how their attendance at the event will benefit the UTA community upon their return.	Makes a good attempt at providing an explanation of how their attendance will benefit the UTA community upon their return.	Makes a strong attempt at providing an explanation of how their attendance at the event will benefit the UTA community upon their return.	Clearly demonstrates how attendance at the event will benefit the UTA community upon their return.

STATEMENT SUBSCORE: _____



Budget Justification: Ensure that the dates of travel match the dates of the conference (confirm online before proceeding). If the applicant plans on staying longer, check to ensure that the applicant has separated the cost of personal travel from the total amount requested from the EDGE Center.

Table with 6 columns: QUESTIONS TO CONSIDER, Score = 0, Score = 1, Score = 2, Score = 3, Score = 4. The table details scoring criteria for budget justification, ranging from 'unreasonable and not cost-effective' (Score 0) to 'Clearly demonstrates cost-saving strategies' (Score 4).

Application

Conference Schedule

Written Statement

Budget Proposal

STATEMENT SUBSCORE: _____

REVIEWED BY: _____

BUDGET SUBSCORE: _____

APPROVED BY: _____

TOTAL SCORE: _____

DATE OF APPROVAL: _____