**UNDERGRADUATE TRAVEL CONFERENCE AWARD**

The Department of Spanish & Portuguese supports undergraduate research and students can apply for a conference travel grant that goes toward the cost of travel and/or presentation materials.

* Spanish majors or minors may apply.
* The research project must have been supervised by a faculty member or graduate student of the Department of Spanish & Portuguese.
* You presented at the conference the previous semester, current semester or the upcoming semester. For example, for Fall 2024 submissions, the conference could have taken place as far back as Spring 2024 or as far in the future as Spring 2025.
* International travel insurance. If your conference is an international one, this will require international travel insurance. See [Business & Finance website](https://emails.illinois.edu/newsletter/44/50487744.html) for more details. Please include the cost of insurance in your budget (as part of point 11 below).

**To apply:**Please email Ann Abbott ([arabbott@illinois.edu](mailto:arabbott@illinois.edu)), and cc Mike Marino ([mpmarino@illinois.edu](mailto:mpmarino@illinois.edu)) by **\*\*5pm on Reading Day of each semester\*\*** with the following information. Please include all information in the body of your email.

1) Your name and UIN

2) Your major(s) and/or minor(s)

3) Proof of acceptance to present your work (by including the acceptance email in attachment)

4) The name of the conference

5) The location of the conference

6) The dates of the conference

7) The title of your presentation

8) All of the authors of the presentation, in the order specified in the conference program

9) An indication of whether the presentation is:

a) an oral presentation;

b) a poster presentation at a conference where posters are the only option; or

c) a poster presentation at a conference which contains both oral and poster presentations.

d) other, such as panels, roundtables, etc.

10) The anticipated (or, for past conferences, actual) expenses, broken by down by category: registration fee, (anticipated) travel cost, (anticipated) lodging cost, (anticipated) international travel insurance, etc.

You must provide all the above information in order to be eligible for a travel award.