Graduate Student Professional Development Grant (GSPDG)

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Log in to the DU Portfolio Community from the Current Students tab of the DU website or: https://portfolio.du.edu/pc/index.

Enter your DU ID number and Passcode.

Under “Search for a Community,” search for “GSPDG.”

Click on “Graduate Student Professional Development Grant (GSPDG).”

The home page includes the application and detailed information, which is visible by everyone in the DU community.
Purpose/History

- Supplement individual GSA and divisional support for student conference and dissertation research travel
- Formerly from GSAC operating budget
- Established in 2011
- Associate Provost, $25,000 annually
- Grant committee includes GSG
- Not funded with student activity fees
Eligibility

- Good academic standing
- Traditional program
- Accepted to present, perform, or compete
- Professional academic conferences or venues or dissertation research
- Directly related to degree
- Advances progress towards degree
- Funded partially by GSA
Ineligible Activities

- Attending without making a presentation
- Unrelated to the graduate program
- Associated with a course taken for academic credit
- Gather research material which could be obtained by other means
- See guidelines for more details
Award Priorities

- No grant in current/previous academic year
- #1 Conference Presentation
  - Present, perform, or compete
  - Professional academic conferences or venues
  - Greatest impact
  - Greatest opportunity for public dissemination
  - Solo presentations
- #3 Dissertation Research
  - ABD
  - Not available by other means
Application Deadlines

- **January 15** – funded by GSA in summer or fall
  - May–November activities

- **April 1** – funded by GSA in winter
  - November–March activities

- **September 23**
  - March – May activities
Selection Criteria

- Academic standing
- Clarity and coherence of rationale
- Significance of the venue
- Value for graduate school and career goals
- Relevance & reasonableness of expenses
What Expenses are Covered? Some examples

- Registration Fees
- Airfare
- Hotel Rooms
- Taxi/shuttle/bus/train
- Car Rental (if justified)
- Presentation materials
- Research
- Archival Materials/Images

- Meals
- Personal Expenses
- Expenses that have not been incurred
- No original receipts
- Tuition or fees
- Computers & cameras
- Stipends/hiring people

Eligible

Ineligible
What Do I Need to Submit? Some Examples

- Common Application
- GSPDG Box
- Expense Log
- GSPDG Application
- Checklist Items

- Program, showing role
- Statement of Goals
- Expense justification
- Statement of Support
- Vitae or resume
- Original Receipts
1. Individual GSA
   - funding partially
2. Budget (Paula)
   - completeness and documentation
3. Faculty reviewer
   - fully, partially or not funded
4. Grant Committee
   - awarding decisions
Some GSAs use “Common Application”
Submit to your GSA, not Graduate Studies
Divisional budget staff forward materials
No notification of missing materials
Students are notified of outcome/award
Common Pitfalls

- No faculty statement of support
- Missing/unclear/nontranslated receipts
- No proof incurred expense
- Missing application pages
- No proof of role
- No/weak justification of expenses
- No/weak statement of goals
- Unrelated to program
- Event participation is not limited
- Research materials obtainable by other means
Questions?

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