

## **Graduate Student Professional Development Grant Guidelines**

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The Graduate Student Professional Development Grant (GSPDG) was established to encourage student participation in scholarly and creative activities that support academic progress and foster professional growth. The grant is competitive, and funds are subject to availability.

### **Student Eligibility**

Graduate students are eligible to apply for an award if the following conditions are met:

- The student has been accepted to present, perform or compete at a significant conference or exhibition.
- The proposed research project or creative activity directly relates to and advances progress towards the student's degree.
- The student has received partial funding from their Graduate Student Association (GSA) in the current or prior academic quarter.
- The student is in good academic standing in a DU traditional, graduate, degree-granting program and within the time limit of their degree at the time of the activity. Sturm College of Law, University College, and non-traditional program students are not eligible.

### **Award Priorities**

- Travel to present, perform, or compete at professional academic conferences or venues is a first priority.
- Preference is given to students participating in conferences with the greatest impact on professional development and that provide the greatest opportunity for public dissemination.
- Priority is given to applicants who have not received grants in the current or previous academic year.

### **Selection Criteria**

Criteria for funding will include the clarity and coherence of the rationale for the project, the significance of the venue, the value of the project for the student's graduate school and career goals, the student's academic standing, and the relevance and reasonableness of the budget request for the activities proposed. If the number and amount of requests exceed available funding, priority will be given to students who have not received funding in the past.

### **Eligible Expenses/Activities**

Supported activities/expenses include the following:

- Presenting a paper or poster or serving on a panel or as a session chair at a professional conference.
- Performance or exhibition as required by the graduate program.
- The presentation or performance must be central to the student's graduate studies and serve to contribute directly to their degree.
- Competing at an academic competition in which participation is limited to students enrolled in graduate programs at nationally accredited higher education institutions.
- Reimbursement for the following conference-related costs: flights, ground transportation outside the Denver metro area, registration fees, presentation materials, and lodging (not including private homes).

### **Ineligible Expenses /Activities**

- Attending a conference without making a presentation or presentations unrelated to the graduate program.
- Travel associated with a course taken for academic credit.
- Meals, travel to/from DIA, insurance, telephone charges, room service, valet, laundry services and movie rentals.
- Expenses that have not been incurred or for which original receipts are not available.
- Expenses that are unnecessary, unreasonable or inappropriate.
- Tuition, fees, stipends, books, photocopies or materials to prepare for program requirements (e.g., courses; oral, qualifying, or comprehensive exams; language preparation), computers or equipment.
- Normal living expenses such as rent, transportation child care, and utilities or personal emergencies.