

## Grant Development Travel Support Fund (GTS Fund)

Travel funds are now available for the 2019/20 academic year from the Office of Research, Innovation, and Economic Development (ORIED) to help share in the cost of attending organized trainings, conferences, or workshops on grant proposal development/writing.

Eligible examples include:

- National Science Foundation (NSF) Day Conference
- NIH Seminar on Funding and Grants Administration
- Conference on the Development of NSF Hispanic Serving Institution (HSI) Project Proposals
- Conference on the Essentials of Intellectual Property and Developing SBIR/STTR Proposals

Examples of travel not eligible for consideration:

- Academic conferences or symposiums (attendance or presentations)
- Travel to special collections, archives, or other research field site locations

**Awards:** Awards of up to \$750 will be made for in-state travel and awards of up to \$1500 will be made for out-of-state travel. It is expected that ORIED funds will augment funds secured from other sources (e.g., college or department funds, recovered indirect funds, etc.).

**Use of funds:** Funds may be used to cover registration fees and allowable travel related expenses such as airfare, lodging, local mileage, and meal reimbursement.

**Eligibility:** Open to Sacramento State Unit 3 faculty, university administrators, and staff. Applicants may receive one travel award under this program per academic year.

**Deadline:** Applications must be received 21 days prior to travel. Applications will be reviewed and funds will be awarded on an ongoing basis.

**Review Process:** Applications will be reviewed by ORIED, in consultation with the appropriate dean and chair.

**Notification:** Applicants will be notified within 10 business days on the status of their application and awarded funds will be transferred to the appropriate department/college/division shortly thereafter.

**How to Apply:**

Step 1: Email or call your [research development point of contact](#) and request the link to the online application form.

Step 2: Complete the online application form **and** upload a scanned copy of your signed Travel Justification/Request form (either your Division- or College-specific version of the form). On the Travel Justification/Request form, please identify both the travel funds already secured and the amount “unfunded” as of that date.

**Questions** may be directed to [research@csus.edu](mailto:research@csus.edu).