

Professional Travel Grant

\$450

To encourage our members to participate in professional conferences, especially that of the national AATF annual convention, the KS-AATF will offer a Professional Travel Grant of \$450 to one member each year who gives a pedagogical, research or workshop presentation related to the field of French at one of the following, in order of priority:

- (1) the national AATF annual convention or
- (2) another regional or national conference outside the state of Kansas.

The grant may cover expenses related to: conference registration, travel, lodging, and meals (per diem not to exceed \$50). The grant will always be awarded in the form of a reimbursement for expenses with the awardee forwarding his/her expense report to the chapter Secretary/Treasurer (receipts required) within 45 days of the end of conference.

Selection Process: A committee of three, solicited from the membership at large, will be formed to evaluate the applications. There will be two calls for applications per year: **February 15** (for conference presentations occurring between May 1 and October 31) and **September 15** (for conference presentations occurring between November 1 and April 30). Awardees should be notified within 4-5 weeks.

A member may not receive the Travel Grant more than once every three years.

To apply: Please send the following materials via email or U.S. Mail to:

Diane Fourny, KS-AATF President
2916 Moccasin Drive
Lawrence, KS 66049
Email: drfourny@gmail.com

1. Cover page with:

Your Name and Contact Information
Title of Presentation
Name of Conference/Organization and Dates of Conference

2. The Title and an Abstract or Description of the presentation explaining briefly the topic, approach or method, and intended audience (1-2 pages, double-spaced). Please do not add your name to this page (committee will read blind submissions).

3. Copy of the letter or email confirming acceptance of your presentation from the conference organization or chair.