

The UAMS Grant Management Certification Program (GMCP) Travel Award supports travel-related costs to attend grant administration related conferences. The Awards are for individuals who would not otherwise financially be able to attend a conference.

The awardee receives up to \$2,500 toward travel expenses associated with attending the conference. **The awardees' department is responsible for the registration fee and expenses beyond the award amount.** The criteria for selection are as follows:

- Be a current GMCP Alumni,
- Must demonstrate how attending the conference will enhance your role as a Grant Manager,
- Would not otherwise, financially, be able to attend the conference,
- Be responsible for making room and travel reservations through own department; and
- Agree to present a report on their meeting experiences at the GMCP Summer or Winter meetings.

Applications are due by September 30, 2024, for FY25 travel award. The award must be used before June 30, 2025. Applications are due by April 30, 2025, for FY26 travel award. The award must be used before June 30, 2026.

Send completed application to gmcp@uams.edu

The GMCP Executive Committee will assess the eligibility of applicants, and those deemed eligible will have their applications entered into a lottery system for awarding.

UAMS Grant Management Certification Program (GMCP) Travel Award Application

1. Name: [Your Name]
2. Job Title: [Your Job Title]
3. Department: [Your Department]
4. Supervisor: [Your Supervisor's Name]
5. Phone: [Your Phone Number]
6. Email: [Your Email Address]
7. What year will you be travelling? [Enter Fiscal Year]
8. When did you complete the GMCP?
[Your response, e.g., "I have been a GMCP Alumni since enter date."]
9. What percentage of time do you spend administering sponsored projects as a Grant Manager?
[Your response, e.g., "I spend approximately X% of my time administering sponsored projects."]

10. Explain why receiving the travel award is essential for your professional development.
[Provide a detailed response explaining the importance of the conference to your professional growth. You could mention opportunities for networking, learning best practices, gaining insights into new regulations or trends in grant management, and how this knowledge would benefit you and your department.]

11. Provide needs statement from your supervisor.
[Attach a brief statement from your supervisor supporting your application. This could indicate their acknowledgment of your contributions to the team and the importance of this opportunity for your career advancement.]