

**Center for Advanced Study of International Development
Women and International Development Program
Michigan State University
TRAVEL FUNDING REQUEST**

Please note that the U.S. Department of Education generally does not approve travel requests to countries for which the U.S. Department of State has issued a travel warning. This list can be found at: http://travel.state.gov/travel/warnings_current.html. If the country you wish to travel to is on this list, please contact Dr. Robert Glew, CASID Director, at 353-4818.

1. Applicant:

Position/Title:

Department/School:

Office Address:

Phone No:

E-Mail:

2. Institutional and Individual Affiliations:

Contact Name:

Address:

Phone Number:

3. Destination(s):

Dates of Travel:

Please complete the section (No. 4 OR No. 5) that applies to your travel funding request.

4. Name of Meeting and Sponsoring Organization:

Give title of paper and one-two paragraph summary or brief description of other duties/activities. Attach a copy of brochure and other relevant program information.

5. Research: Give brief one-two paragraph summary of research topic and objectives. Include a short paragraph which describes how your travel/research will impact your course curricula.

6. Anticipated Expenses:
(Airfare, hotel, etc.)

5. Other Sources of Anticipated Support:
(Indicate whether funding is certain or uncertain)

IMPORTANT: International travel funded by CASID/WID's Title VI grant requires that CASID/WID obtain permission from the program officer in Washington D.C. at least four weeks prior to departure. With that in mind, the dates of your travel are very important items of information. If you cannot provide the dates of travel with accuracy when making application, please supply those dates as soon as possible should you be awarded travel support.

All foreign travel with Title VI funding requires travel on an U.S. airline, if CASID/WID's Title VI funds are used for the travel portion of the trip.

A condition of approval for funding may be a requirement that you pay a courtesy call to our embassy in the country noted on this application. Recipients of CASID/WID travel funds will be expected to give a presentation as part of the CASID/WID Friday Forum seminar series during the academic year after their return.