



UNIVERSITY
OF MANITOBA

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August 15, 2016

To: Deans, Directors, Associate Deans, and Department Heads

From: Dr. Digvir Jayas, Vice-President (Research and International)

fw Dr. Janice Ristock, Provost and Vice-President (Academic)

**Re: Conference Sponsorship Program and Student Travel Support to Competitions
Call for Applications – **Deadline: Monday, October 17th, 2016 at 4:00pm****

We are writing to initiate another “Call for Applications” in our three (3) cycles of competitions per Fiscal Year for the Conference Sponsorship Program and Student Travel Support to Competitions.

This cycle of competition will cover Conferences and Student Travel Support to Competitions occurring in the first quarter of 2017, *i.e.*, January, February, March, and May of 2017.

Our offices have jointly allocated a total budget of \$60k/year (\$20k/competition) for this program. Conference sponsorship applications will be prioritized based on a weighted combination of exposure (*i.e.*, International to UofM) and attendance. Priority consideration will also be given to applications where financial support is provided by both the Department Head and the Dean/Director.

Please find attached:

- The Guidelines for the Conference Sponsorship Program and Student Travel Support to Competitions; and
- Faculty Application/Student Application forms as applicable.

Please note that applicants can apply outside the normal application window identified in the current application requirements only when/if evidence can be provided that:

- A competition is being held to “Award the Conference Host” (*i.e.*, having “secured funds” is advantageous in an external application/bid to an organization to choose the University of Manitoba as the host location for its conference) and where it is necessary to have a decision regarding “secured funds” in order to apply for hosting such an event; or
- It is necessary to have a decision in time to apply for external agency matching funds to support the conference.