



Student-Run Conference Grant

Grant

The student-run conference grant exists to fund conferences at Swift Hall. Organizers may bring in guest speakers and solicit papers from outside the Divinity School and the university; however, **DSA funds may not be used for visiting speakers' honoraria or visit-related expenses.** DSA funds may only be used for expenses like catering, equipment rentals, printing costs, conference materials such as notebooks, tote bags, etc. All DSA reimbursements must be paid to UChicago students.

Eligibility

- Applicant must be a registered University of Chicago student
- Application must be submitted at least 1 month prior to the dates during which the conference will be held.

Application Prioritization

- Priority will be given to conferences with significant student involvement (both planning and presenting).
- Priority will be given to conferences involving Divinity students (planning and/or presenting) and/or to topics and themes related to the academic study of religion.

Typical Award

Typical grant awards range from \$500–1000.

Application Process

Complete applications must be submitted at least 1 month prior to the dates of the conference. In order to be considered for the award, conference organizers must submit:

1. A fully completed Application Form (see page 2), including:
2. A copy of the Proposed Conference Budget

Applications can be submitted via email to: fundingDSA@gmail.com



Conference Grant Application

I. Applicant Information

Name:		Student ID#:	
Address:		Email:	
City:	State:	Zip:	Phone:
Program:	Year:	Preferred Pronouns:	

II. Proposed Use of Funds

Student-Run Conference
Title:
Dates:
Location:
Conference Student Organizers:
Conference Faculty Coordinator:
Department(s) Hosting Conference:
*Description:
Funds Requested:
Department Receiving Funds:
Financial Contact:

*if you need more space, please feel free to attach a separate document.

III. Proposed Budget

Please attach the complete, proposed budget for the conference as a separate document.

IV. Other Awards/Resources

Please note any other funding sources for which you have applied, and amounts awarded (as applicable).
 DSA encourages all students to seek all possible sources of funding.

V. Signature

I certify that this information is true and complete, and given in good faith.

 Signature

 Date

<i>Internal Use Only</i>	
Processed: _____	Date: _____
Amount Approved: _____	