

### MBI Travel Award Application

Travel awards provided by the McKnight Brain Institute (MBI) cover travel expenses to attend nationally and internationally visible, brain or neuroscience-related, conferences with a specific purpose of presenting research findings for platform presentations or abstracts with a press conference. Applicant must be the presenting author on an accepted abstract. The MBI travel awards are available to eligible grad students, postdocs, fellows, residents, and junior faculty (within first six years of appointment as faculty at UF or elsewhere, non-tenure track) of MBI departments, labs, and programs. If awarded, support from the McKnight Brain Institute should be acknowledged at the time of presentation and on all related materials.

Covered expenses include registration, airfare, lodging, parking, taxi, and tolls not to exceed a total of \$2,000. Limited to one award per individual, per fiscal year (July - June). Approved awards will be provided in the form of reimbursement of expenses to the traveler's home department after the conference. The home department will process the Travel Authorization and Expense Report (ER) as required by UF, and submit the completed ER to the MBI for reimbursement.

#### Personal Information

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Application Date: \_\_\_\_\_  
 UF Email: \_\_\_\_\_ Department: \_\_\_\_\_ Center / Institute: \_\_\_\_\_  
 PI Name: \_\_\_\_\_ Dept. name, if other: \_\_\_\_\_ Status: \_\_\_\_\_

#### Conference / Travel Information

Name of Conference: \_\_\_\_\_  
 Location: \_\_\_\_\_ Conf. Dates from: \_\_\_\_\_ to: \_\_\_\_\_  
 Title of Presentation: \_\_\_\_\_  
 Co-authors: \_\_\_\_\_ Presentation Type: \_\_\_\_\_

Justification  
 (benefit to UF & MBI):

#### Requested Travel Budget (not to exceed \$2,000)

#### Application Agreement

Registration: _____ Airfare: _____ Lodging: _____ Other (parking, taxi, tolls): _____ Total: _____	<p>I certify that all information provided on this application is complete and accurate to the best of my knowledge. I understand any false statements or untruths will result in my forfeiture of the award should I be selected as a recipient and my returning any/all MBI Travel Award monies awarded to me. I understand that no personal travel is authorized related to this award. Funds may only be used for my expenses, and not the expenses of others. I understand the award is forfeited if the event or my travel is cancelled or changed for any reason, or if I do not present my work for any reason. I agree that if awarded, I will acknowledge the MBI support at my presentation and on all related materials.</p> Signature: _____ Date: _____ Faculty Sponsor: _____ Date: _____
<b>Additional Documentation &amp; Submit To</b>	
Submit completed application with 1) abstract or explanation of the research you will present, and 2) confirmation that your submission is accepted for presentation. Submit to <a href="mailto:secretary@mbi.ufl.edu">secretary@mbi.ufl.edu</a> .	