



UNIVERSITY
of Prince Edward
ISLAND

POSTDOCTORAL FELLOW RESEARCH TRAVEL FUNDING PROGRAM GUIDELINES 2023-2024

PURPOSE:

To fund postdoctoral fellows who are presenting a paper or poster on their research activity at a national or international scholarly conference.

VALUE:

Travel to a destination in Canada – receive up to \$750 toward travel expenses

Travel to a destination outside Canada – receive up to \$1500 toward travel expenses

APPLICATION DEADLINE:

OPEN deadline. Applicants may apply prior to attending the conference, or within 30 days after return from travel. Post-travel submissions must be accompanied by a completed [travel report and claim](#), with appropriate receipts, indicating other sources of funding as applicable.

PROCESS:

Travel requests are typically processed by Research Services within 2-3 business days of submission.

ELIGIBLE APPLICANTS:

- UPEI postdoctoral fellows who hold an appointment at UPEI at the time of application and during the period of travel.

Please note the following:

- Only one grant may be held per calendar year (based on the date of travel).
- If multiple UPEI investigators are authors on the same paper, only one applicant (typically the first author) may receive travel funding.
- If an applicant is eligible for Research Travel Funding in more than one role (Student, Postdoctoral Fellow, and Faculty), they may apply to only one program in a calendar year.

GENERAL INFORMATION:

- Funds may be used in support of the costs of conference registration, travel, and subsistence. Expenditures must be in line with the [UPEI Travel Expenses Policy](#). The cost of membership in a professional association is not eligible.
- Due to differences among disciplines in the nature and extent of peer review, as well as the fact that invited submissions may not be peer reviewed, it is not required that abstracts be peer reviewed.

For further information, please contact Leslie Cudmore, Research Grants Coordinator, at 566-0709 or lcudmore@upei.ca

POSTDOCTORAL FELLOW RESEARCH TRAVEL REQUEST FORM

DEADLINE: OPEN

Consult eligibility information in program guidelines

SUBMIT to Faculty of Graduate Studies, Kelley Building Room 101 or cgallant@upei.ca

Date:	
Applicant's Signature:	
Supervisor's Signature:	

APPLICANT INFORMATION

Name:	Department:
Email:	
Term of PDF Appointment: From	To

Conference attending: _____

Dates of conference: From _____ To _____

Location of conference: _____

- Travel to a destination in Canada – receive up to \$750 toward travel expenses
- Travel to a destination outside Canada – receive up to \$1500 toward travel expenses

Title of presentation: _____

Abstract as submitted to conference organizers (append copy or paste below)

Proof of acceptance (append an email or letter confirming acceptance; if none available, append a print-out from the conference program that confirms your participation)

Abstract:

<i>For Research Services use only</i> Research Services Approval: _____ Date: _____
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