

# APPLICATION SAAB PROGRAM & CONFERENCE GRANT

By offering grants paid for by annual student fees, the Student Academic Affairs Board SAAB supports students who are **participating in or presenting at conferences or outside educational programs** that combine current campus wide issues and college curriculum and in general enhance the academic environment at Lewis & Clark. These conferences and programs need not directly apply to one's major. Costs may include registration, transportation, meals, lodging, and other necessities. Please refer to the application process/funding guidelines found on the wall near the SAAB office for specifics.



## Information

	Applicant's _____
	Phone, Box, E mail _____
	Student ID # _____
	Date s of Program/ Conference _____
	Project Advisor/ Sponsoring Group _____
	Department _____

## Questions

Please answer these questions on a separate sheet.

- 1 What are the name, location, and date s of the conference or program you wish to attend? What is the contact information name, address, e mail, fax, phone of the sponsoring group?
- 2 What is purpose and constituency of the conference or program? Please bring any brochures or information that you have to your presentation.
- 3 Why would you like to attend the conference or participate in the program? How did you hear about the conference or program? What will you be doing there? What knowledge do you hope to gain?
- 4 How will your participation in this conference or program benefit Lewis & Clark? If you are funded, you are required to present to the LC community of some kind. You may either schedule a presentation or take part in one of the semesterly presentation meetings SAAB provides. The VP for SAA will give you further information on this if you are funded.

- 7 Please attach an itemized list of expenditures. Research prices and present the Board with the most competitive prices available. If you are applying for partial funding, please include the total amount, also. Also include an optimal your preferred and minimum the absolute minimum amount of cash you'll need to attend the conference budget request.
- 8 Have you pursued other sources of financial assistance? If so, please list sources and the amounts awarded.
- 9 Please include a letter of recommendation from your project advisor or sponsoring group.

Your signature constitutes a contractual agreement between you and SAAB that all funds will be used for the express purpose of completing the approved project. Please have two SAAB members review and sign this application as well. The SAAB roster is posted outside the SAAB office. Also, please have the Registrar sign to verify that you are in good academic standing 2.00 GPA or above .

**Signatures**

Applicant s \_\_\_\_\_  
 Project Advisor \_\_\_\_\_  
 SAAB Member \_\_\_\_\_  
 SAAB Member \_\_\_\_\_  
 Registrar \_\_\_\_\_

Thank you for your interest in SAAB! If you have any questions, please contact the VP for Student Academic Affairs or SAAB Vice Chair at x7155, saab@lclark.edu, or see posted office hours. Applications will not be accepted after the posted deadline or without all of the required signatures. SAAB is funded by the Associated Students of Lewis & Clark ASLC .

**SAAB**  
**The Answer**  
**You've Been**  
**Looking For**

**Office use only!**

Date received \_\_\_\_\_ Projected date of completion \_\_\_\_\_  
 Amount funded \_\_\_\_\_ Final Report Due \_\_\_\_\_