

To: TPER Trainees

Re: TPER Trainee Travel Awards 2025-2026

From: Brittany Thomson on behalf of Jane Lambert, Training Grant Administrator

Purpose: The purpose of this document is to provide guidelines on the disbursement of training grant funds in the form of Travel Awards, to enhance the professional development of TPER trainees. Funds in this account will support trainee travel to important scientific meetings/conferences. The following are guidelines on how these funds will be invested to maximize impact while recognizing funding constraints.

Up to \$930/trainee is available

The following principles shall apply:

1. The overarching eligibility criteria for a TPER Trainee Travel Award is to support attendance at an important scientific or educational meeting (may be domestic or international) that will enhance the trainee's career development in the realm of Emotion Research.
2. Awards are only available to trainees who are presenting scientific research or have other compelling needs to attend the meeting. Each request will be evaluated on its own merits.
3. Travel must fall within the current grant fiscal year (August 1, 2025, to July 31, 2026).
4. Trainees should also apply for other sources of available funding such as UW graduate student travel awards (<https://grad.wisc.edu/funding/grants-competition/>) and postdoc travel award opportunities compiled by the UW Office of Postdoctoral Studies (<https://postdoc.wisc.edu/funding/travel-grants/>). Trainees may combine the TPER travel funds with other travel awards to meet their total budget needs. Every effort should be made to minimize costs through usual practices such as shopping for cheaper airline tickets and sharing hotel rooms at conferences.
5. To create the budget for your request, you are strongly encouraged to review the "Travel" section of the UW–Madison [Policies and Procedures](#). A calculator to help you plan your lodging and food budgets is also available on that site.
6. Please complete the Qualtrics online application form at [TPER travel request form](#) at least 2 months prior to travel. Requests will be evaluated based on relevance and available funds. Final funding decisions will be made by the Training Grant Director and/or Administrator. All attempts will be made to provide a decision within 2 weeks of receipt of a request.