

# HUH TRAVEL GRANT

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## Description

The Harvard University Herbaria (HUH) at Harvard University awards travel grants for research in plant, fungal, and algal biodiversity. The principal objective of these grants is to stimulate systematic research on neglected taxa or little studied regions of the world. Of particular interest are taxa with numerous poorly described species in institutional collections. We also encourage use of our libraries.

Typical expenses that may be paid from these grants include travel, lodging, and meals for up to a few weeks while conducting research at the HUH, reasonable services purchased from the host institution and research supplies. Awards average about \$1,000 each and generally do not exceed \$1,500.

## Eligibility

This grant is open to all non-Harvard researchers wishing to conduct research at the HUH.

## Application

Applicants must complete a standard application form. Applications must be written in English, and include a short project description and explicit statement of goals of the research, itinerary, budget, curriculum vitae and three letters of support. Letters of support may be submitted separately, however must clearly state the name of the applicant.

## Deadlines

Proposals are reviewed twice a year; application deadlines are 15 October and 1 April. Awards typically will be announced within two months following the application deadline. Each grantee is required to submit a written report summarizing the scientific accomplishments achieved with the award within one month of travel completion.

## Questions

Please direct all inquiries to [huhgrants@fas.harvard.edu](mailto:huhgrants@fas.harvard.edu).

Name (last, first, MI): \_\_\_\_\_

# HUH TRAVEL GRANT - APPLICATION

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## APPLICANT INFORMATION

Name (last, first, MI)	
Current Academic Position (student, postdoc, faculty, etc.)	
Academic Institution	
Email address	
Phone	
Mailing Address	
Citizenship (If not USA, visa status/number)	

## PROPOSAL INFORMATION

Project Title	
Total Funds Requested	

## PREVIOUS HUH TRAVEL GRANTS

*(Previous HUH Travel Grant recipients are required to submit a brief report resulting from his/her research to the HUH prior to applying for additional funding)*

Have you applied for an HUH grant in the past? If so, please provide the year you applied and the project title.	
If you have received an HUH grant, have you submitted a report to the HUH?	

Name (last, first, MI): \_\_\_\_\_

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## **PROJECT DESCRIPTION**

Provide a clear and concise project description. Attach pages separately, if you wish, but please do NOT exceed 2 pages. State the project's specific goals in relation to the HUH Travel Grants program, including expected results and travel itinerary.

Name (last, first, MI): \_\_\_\_\_

Name (last, first, MI): \_\_\_\_\_

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## BUDGET

Eligible expenses include the cost of travel, lodging and meals, plus limited funds for research expenses and museum fees.

### EXPENSES:

Item:	Cost:

Total expenses: \_\_\_\_\_

Amount requested from HUH Travel Grants program: \_\_\_\_\_

If amount requested is lower than total travel expenses, specify source(s) of additional support:

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## LETTERS OF RECOMMENDATION

Please list the name and contact information (email addresses, phone numbers, or mailing address) for 3 referees who have agreed to provide a letter of recommendation.

Letters of recommendation may be submitted separately or by the applicant, but must be received by the application deadline.

1)

2)

3)

## *CURRICULUM VITAE*

Attach a **brief (two page)** CV that includes the following information, if applicable.

- **Professional preparation** (indicate degrees, dates and awarding institutions)
  - Example: PhD, 2006, Harvard University
- **Appointments**
  - Example: Teaching assistant. Harvard University, 2005-06
- **Relevant publications** (list up to 5 publications relevant to the proposed research; do not include conference abstracts)
- **Other relevant publications/conference abstracts** (5 maximum)
- **Conferences attended** (list up to 5 most recent)
- **Membership in scientific societies**
- **Synergistic activities** (e.g., conference/meeting organizer, editorial and referee activities, course development, etc.)

Name (last, first, MI): \_\_\_\_\_

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## APPLICATION CHECKLIST:

- Applicant Information (page 2 of application)
- Project Description (1-2 pages maximum)
- Budget (page 4 of application)
- Referees (page 5 of application)
- Curriculum vitae (1-2 pages maximum)

Submit your completed application via email to [huhgrants@fas.harvard.edu](mailto:huhgrants@fas.harvard.edu) as an attachment or mail\* application to:

HUH Travel Grant Applications  
Attn: Jeannette Everitt  
Harvard University Herbaria  
22 Divinity Avenue  
Cambridge, MA 02138  
USA

*\*Applications submitted via mail should include five hardcopies of the full application. Mailed applications, including letters of support, even if mailed separately, must be received by the application deadline.*