

OLD DOMINION UNIVERSITY

IJIU FACULTY CONFERENCE FUNDS

The Institute for Jewish Studies and Interfaith Understanding announces the availability of funds to assist full-time faculty in defraying the costs for conference travel to present papers related to topics in Jewish Studies and Interfaith Understanding.

The aim of the initiative is to highlight and encourage faculty research in Jewish Studies and lay the foundations for possible future endowed support of faculty research endeavors.

FUNDING

Funds will be awarded as follows:

- Up to \$250 for domestic or Canada conference travel
- Up to \$500 for international conference travel

Awards will be offered to a maximum of \$500 per faculty member per year.

The Director of IJIU has set aside a maximum of \$3000 to fund this initiative. Funds will be dispersed on a competitive basis on the decision of the IJIU Director in consultation with one other member of the associated IJIU faculty.

APPLICATION

Applications for these funds should be made in a request directed to:

Amy Milligan
Director, IJIU
amilliga@odu.edu

Applications must include:

- A completed application form (attached)
- Conference information showing your scheduled presentation
- A short statement of the contribution of the research to Jewish Studies
- A statement of support forwarded by the applicant's Department Chair.

DISBURSEMENT

Notice of awards will be made by the Director of IJIU through ODU email within two weeks of receipt of the application and support statement. A copy of your application form will be sent to you and your Department via campus mail for confirmation.

Processing for disbursement of funds will be effected through the IJIU Program Administrator, Sharon Anderson (sdanders@odu.edu). She will work with your Department's Administrative Assistant to have awarded funds transferred to your Department's budget. It is your Department's responsibility to prepare and submit reimbursement paperwork to Accounts Payable according to the University's policies and procedures governing travel.

OLD DOMINION UNIVERSITY
INSTITUTE FOR JEWISH STUDIES
AND INTERFAITH UNDERSTANDING

NAME _____

DEPARTMENT _____ EMAIL _____

OFFICE ADDRESS _____ TELEPHONE _____

NAME OF CONFERENCE _____

TITLE OF PAPER/PRESENTATION _____

BRIEF DESCRIPTION _____

DATES OF TRAVEL: BEGIN _____ END _____

DESTINATION _____

OTHER SUPPORTING CONTRIBUTIONS:

DEPARTMENT _____ OTHER _____

AMOUNT OF SUPPORT REQUESTED _____

DEPARTMENT BUDGET CODE _____

APPLICANT'S SIGNATURE _____

OFFICE USE ONLY:

PLEASE INITIAL: APPROVED: _____ DENIED: _____

AMOUNT AWARDED: _____