

MIP Small Conference Grant Policy

The MIP program offers a small conference grant to support students attending conferences with an international policy focus. This fund helps defray costs related to registration, travel, and lodging. Support is limited and awarded on a first-come, first-served basis. Each student may receive one grant per academic year, contingent on available funding and eligibility. Recipients must submit a brief blog post and photo from the conference.

Eligibility

- Must be an enrolled MIP student in good academic standing.
- Must be enrolled in MIP as one's primary program or co-primary program (*i.e., dual, joint, or doctoral degree students may not apply during their primary year(s) in other degree programs*).
- The conference must have a substantive international policy component.
- Application must be submitted at least one week before the start of the conference.

Grant Amounts by Level of Participation

- **Attending Only** (*no role in the conference program*):
 - Up to \$100 for domestic (U.S.) conferences
 - Up to \$250 for international conferences
- **Panel Participant** (*e.g., chairing or serving as discussant, but not presenting a paper*):
 - Up to \$200 for domestic (U.S.) conferences
 - Up to \$350 for international conferences
- **Presenting a Paper***:
 - Up to \$500, regardless of location

[NOTE: (*) MIP students presenting a paper at a conference must first apply for funding through FSI. If not awarded, they may then request support from MIP. Students may receive funding from **either** FSI **or** MIP – but not both. For full details, see the [FSI Small Research and Conference Grants](#) page.

Reimbursement & Post-Conference Requirements

- Award recipients must submit:
 - A brief blog post (4-5 paragraphs) reflecting on the experience
 - A photo from the conference
- Grants are provided as reimbursements following the conference, which will be processed once all materials have been received.

- All materials (i.e., receipts, photo, and blog post) must be submitted within 30 days after the conference ends. Late submissions will forfeit funding eligibility, and the grant will be reallocated to other students.

How to Apply

Please email the following to [Serage Amatory](#) and copy [Jonathan Achter](#):

- Cover Sheet with:
 - Full name
 - SUNet ID
 - Stanford email address
 - Title and location of the conference
 - Dates of travel
- All Applicants Must Include:
 - An itemized budget of anticipated costs and any other sources of funding
 - A .pdf version of the conference schedule (not just a website link)
 - A signed copy of the Small Conference Grant Policy
- For **Attendees**:
 - One-paragraph statement explaining the relevance of the conference to your academic/professional goals
- For **Panel Participants**:
 - Confirmation of your role (e.g., chair/discussant)Session description and your role's responsibilities
 - A copy of the conference program or confirmation email
- For **Paper Presenters**:
 - Acceptance letter
 - Paper/session title and abstract
 - A copy of the relevant conference program page listing your session

Travel Policy Note

If travel is involved, please consult Stanford's [travel policy for students](#). Flights must be booked via Stanford-approved travel channels to be eligible for reimbursement.

ACKNOWLEDGEMENT

I have reviewed the MIP Small Conference Grant Policy and agree to abide by the requirements set out in this document. I understand that my failure to abide by these requirements may result in forgoing receipt of the grant.

Printed Name: _____ Date: _____

Signature: _____