

AG2PI Student Conference Travel Awards

Who is eligible: Undergraduate and graduate students attending an institution in the US and who are conducting research associated with creating new knowledge or technology for better understanding genomes-to-phenomes in agriculture. This can include any discipline associated with agriculture such as engineering, agronomy, genetics, animal science, social sciences, etc.

*Preference will be given to those who are:

- Graduate or undergraduate students who are presenting their own AG2P-related research; and
- First-year graduate students; and
- Undergraduate students who are conducting research

What is the award: Up to \$1,500 for use towards travel, accommodations, and registration for a national or international conference related to agricultural genomes to phenomes (interpreted broadly).

Important Notes: only expenses marked as allowable for use of federal funds will be reimbursed (see details at <https://www.policy.iastate.edu/policy/travel/reimbursement>). Reimbursement will be provided up to, but not exceeding, \$1,500. All travel must be completed before the reimbursement can be processed and paid. Conference travel must be completed by August 1, 2024. Awards provided for international travel must be used in accordance with the Fly America Act (details at <https://www.gsa.gov/policy-regulations/policy/travel-management-policy/fly-america-act>).

When is the deadline: The application portal is open now and will close June 1, 2024. All receipts must be submitted to AG2PI by August 10, 2024. Awards will be made on a rolling basis, until all funds have been committed.

How to apply: There are two steps in the application process.

- 1) Fill out the application form at <https://tinyurl.com/AG2PI-travel-award>, which includes space to upload confirmation of your conference registration and/or abstract or talk acceptance, if available. Registration confirmation will be necessary before a reimbursement can be made but is not essential for the application.
- 2) Your research advisor/PI confirm by email to AG2PI (Nicole; nmscott@iastate.edu) the following statement “As (*applicant’s name*)’s research advisor, I support their application for an AG2PI travel award to attend the (name of conference) on (dates of conference); they are conducting AG2P-related research”. The subject of the email must be: “AG2PI Travel Award for (*applicant’s name*)”. The appropriate information must be substituted in the parentheses for each of the items in italics. Applicants are responsible for making sure the advisor sends this email.

How the grant be will awarded: Awards will be based on eligibility and availability of funds. Successful applicants will be notified by email. Funds will be disbursed as a reimbursement after: 1) the conference

and travel have ended; 2) proof of conference registration *and attendance* has been received by AG2PI; and 3) all necessary receipts have been submitted to AG2PI. Proof of attendance can be provided by emailing a selfie at the conference to AG2PI's project manager (Nicole Scott, nmscott@iastate.edu) or by tagging #AG2PI in a social media post that includes a photo of the awardee at the conference. AG2PI may share submitted photos on the AG2PI website, LinkedIn and/or X (Twitter; @AG2PI), but awardees can opt out of having their photos shared by so stating at the time they submit their photos.

Reimbursement will require submission of some receipts. Email the reimbursement form and receipts to Nicole: nmscott@iastate.edu. The reimbursement form and required receipts must be received by AG2PI no later than August 10, 2024. If materials are not received by this date, then no reimbursement will be issued.

*Those who receive a travel award must acknowledge their AG2PI travel support in their presentation or poster. Please use the following language to acknowledge this support:

"This research was supported by the intramural research program of the U.S. Department of Agriculture, National Institute of Food and Agriculture, [Agricultural Genome to Phenome Initiative, grant no. 2022-70412-38454, 2021-70412-35233, and 2020-70412-32615]."

The following disclaimer should also be included in the presentations:

"The findings and conclusions in this preliminary presentation have not been formally disseminated by the U. S. Department of Agriculture and Should not be construed to represent any agency determination or policy."

Disclosures: Only expenses marked as allowable for use of federal funds (<https://www.controller.iastate.edu/travelinformation/allowableexpenses.htm>) will be reimbursed. It is the responsibility of the awardee to check that their expenditures are allowed on AG2PI/USDA NIFA funds. For example, alcohol is not allowed but baggage fees are. Meals will be paid as per diems and prorated as necessary. Hotel/lodging should be at conference sponsored hotels; otherwise, these will be reimbursed according to GSA rates. If the destination is further than 400 miles from your departure point and you choose to drive rather than fly, then you will need to provide a flight price for comparison; the lower of the two expenses (air vs. car) will be reimbursed (see for more details <https://www.controller.iastate.edu/travelinformation/faq-mileage.htm#:~:text=When%20a%20traveler%20chooses%20to,include%20round%20trip%20mileage%20at%20%24>). Receipts received later than August 10 will not be reimbursed.

If you have any questions about eligibility or any aspect of this grant, then contact Nicole Scott, AG2PI project manager (nmscott@iastate.edu).