AADS 2014-2015 Graduate Student Professional Development Funds Application

**Department Mission**

AADS is committed to interdisciplinary scholarship and creative production that explores questions of social justice for Black people around the globe. Our scholarship, cultural creativity, and pedagogical practices reflect our investment in comparative/relational and transnational approaches, intersectional analyses, and critical theoretical frameworks. They also reflect our collective commitment as scholars, artists, teachers, and students to bridging the perceived gap between scholarly and artistic work, and political engagement.

We promote the activist academic careers of our faculty members, we coordinate with Black staff on University issues of relevance to our communities, and we collaborate with local, national, and international organizations in the investigation and enhancement of the lives of Black people.

**Professional Development Funds**

The AADS department makes professional development funds available to graduate students who are working towards an MA or PhD in African and African Diaspora Studies at UT-Austin. These funds provide support for students pursuing professional development opportunities, including attending professional meetings to present their research or participating in other ventures including travel, training, equipment, etc.

In selecting recipients, AADS will give priority to

- AADS students who are actively involved in pursuing funding
- AADS students who have not received funding from other sources, including the department
- AADS students who have been actively involved in AADS department professional development activities and opportunities
- AADS doctoral first year students and, resources permitting, AADS doctoral students who are in candidacy and who can use attendance at meetings to explore career opportunities
Application

In order to apply for these funds, students should provide:

1. A total amount requested and line item budget for how funds will be used
2. A one paragraph abstract of a paper to be presented OR a one-page description of research project to be supported by the funds OR a one-page description of how experience will be helpful to their professional development
3. Dates of travel, including information about any conferences or research archives
4. A letter of support from student’s faculty advisor
5. Evidence that student is applying for funds elsewhere

Travel Funds

Students may receive travel funds one of two ways:

1. As a fellowship paid immediately by AADS. This would make the funding available to you now. However, if you have a financial bar or short-term loan in place, they will be deducted from your fellowship before the funds are paid out to you. This fellowship must be reported as taxable income. If you are an international student from a country without a tax treaty, you are subject to 13% tax regardless of financial bars or loans present.

2. As a travel expense which can include reimbursement payable by UT after you return from travel. This form of payment is not subject to taxation or subject to financial bars. You may request air travel to be directly billed to AADS provided you have enough funds to cover the airfare plus $23.50 booking fee. Remaining expense must be submitted for reimbursement and are only payable after your travel concludes. A Travel Authorization Request is required. International travel may require additional paperwork depending on the locale. If you choose this route, please email me the following immediately:
   - EID
   - Confirmed dates of travel
   - Confirmed locations
   - If you need air arrangements booked through AADS, provide a proposed itinerary that's within your budget and your date of birth (required for TSA preflight checks)

Application Due Dates

Applications should be submitted no later than two weeks before dates of travel, within the applicable time frame based on semester of trip:
Travel in the Fall 2014 semester (8/27 – 1/19): due by December 5th
Travel in the Spring 2015 semester (1/20 – 5/31): due by May 4th
Travel in the Summer 2015 semester (6/1 – 8/25) due by July 31st

Please submit your application to the Graduate Coordinator (Nia Crosley: BLS 2.112 or ncrosley@austin.utexas.edu) no later than two weeks before dates of travel