



## Application for Funding Support to External Courses

The Larner College of Medicine is dedicated to supporting pre-doctoral and post-doctoral trainees in their educational attainment of novel and unique skills. We recognize that, with the rapidly changing research landscape, some of the best learning opportunities may be found elsewhere. The Alumni Development Office has provided funds to help cover the costs of attending short courses and workshops at other institutions to support this mission. Requested funding will be awarded based on merit. Obtaining matching funds from the host institution (e.g., scholarships, travel awards) and/or the applicant’s PI\department\program is highly encouraged.

Applications deadlines are three times per year – on July 15<sup>th</sup>, November 15<sup>th</sup>, and March 15<sup>th</sup>. Please submit the completed application to [erin.montgomery@uvm.edu](mailto:erin.montgomery@uvm.edu) by 5 pm on the deadline date.

*This application is not for conferences or meetings.*

1. **Name of Trainee:** \_\_\_\_\_
2. **Trainee Email:** \_\_\_\_\_
3. **Principal Investigator:** \_\_\_\_\_
4. **Course\Workshop Title:** \_\_\_\_\_
5. **URL for Course\Workshop:** \_\_\_\_\_
6. **Dates of Course\Workshop:** \_\_\_\_\_
7. **Host Institution of Course\Workshop:** \_\_\_\_\_
8. **Full Cost of Attendance (include travel and housing):** \_\_\_\_\_
9. **Funds requested from the LCOM:** \_\_\_\_\_

**Please attached the following documentation to your application:**

1. A brief (<500 words) statement of what you expect to gain from attending this experience and how participation will enhance your training and career objectives.
2. A budget detailing cost of attendance. Include costs for course\workshop registration, fees, travel, and lodging, as well as anticipated funds from available internal and external resources.
3. A letter from your PI detailing support for your attendance to the course\workshop and justifying the requested funds from the LCOM to attend.

\_\_\_\_\_  
Trainee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
PI Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Program\Department Signature (if providing partial funding)

\_\_\_\_\_  
Date