

Linguistics  
Philosophy  
Literature  
Art History  
Language  
History  
Religion  
Jurisprudence  
Archaeology  
Ethics  
Linguistics  
Philosophy  
Literature  
Art History  
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History



## Travel Assistance Program Application

Deadlines: Postmark 60 days prior to the date of travel  
Maximum Award: \$500

### Checklist

- Cover letter
- One original copy of the application signed in ink

# Instructions for Tap Grant Application

*The West Virginia Humanities Council invites proposals for our Travel Assistance Program awards. These awards are open to individuals associated with museums, historical societies, institutions of higher and secondary education, and other nonprofit groups. Applicants are eligible to receive one TAP grant per fiscal year. No more than two staff members from any one organization may receive TAP grants per fiscal year. Funding is limited to two times attending the same event.*

## **PURPOSE**

The travel grant program was instituted to provide support for travel to professional meetings and similar conferences. To qualify for a humanities travel grant the subject of study must fall within the following description of the humanities: “archival historic preservation, folklore, language, both modern and classical; linguistics; literature; history; jurisprudence; philosophy; archaeology; comparative religion; ethics; the history, criticism and theory of the arts; those aspects of social sciences which have humanistic content and employ humanistic methods.”

## **CRITERIA FOR SELECTION**

Applicants must postmark a cover letter and one application form with an original signature 60 days prior to the date of travel in order to be eligible. Selection will be based on the significance of conference participation to the field of the humanities, and the benefits that the individual, the organization and the community derive from conference attendance. The award is not designed to support attending classes at other institutions or general educational or research travel.

## **COVERED COSTS**

TAP grants will cover the following items: Conference registration fees, transportation to/from the meeting (mileage is \$.47 cents per mile), lodging, food, and ground transportation while in attendance at the conference. If meals are provided as part of the conference, it is expected that participants will partake of these meals rather than incurring additional expenses.

## **SELECTION PROCESS**

Applicants will receive notification within two weeks after submission. If awarded, applicants are required to submit a final report.



Mail application to: WVHC 1310 Kanawha Blvd., East, Charleston, WV 25301  
 Phone: 304-346-8500 <http://www.wvhumanities.org>

For Council Use Only	
Project No.	<input type="text"/>
Type of Grant	<u>TAP</u>
Date	_____
Received	_____
Date Notified	_____
Amount Funded	\$ _____

## TRAVEL ASSISTANCE PROGRAM GRANT APPLICATION

### 1. PERSONAL INFORMATION

Name	<input type="text"/>
Organization	<input type="text"/>
Address	<input type="text"/>
Phone	<input type="text"/>
Email Address	<input type="text"/>

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

### 2. CONFERENCE INFORMATION

Title	<input type="text"/>
Location	<input type="text"/>
Dates of Conference	<input type="text"/>
Humanities Discipline	<input type="text"/>
Are you giving a lecture or presenting a paper?	<input type="text"/>
Other	<input type="text"/>

### 3. FUNDS REQUESTED IN THIS APPLICATION (Whole dollars only)

Conference Registration Cost \$ \_\_\_\_\_  
 Travel \$ \_\_\_\_\_  
 Other \$ \_\_\_\_\_  
**Total (\$500 maximum) \$ \_\_\_\_\_**

### 4. EXPLAIN BRIEFLY WHY YOU WISH TO ATTEND THIS CONFERENCE AND WHAT BENEFITS WILL BE DERIVED