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| The University of British Columbia  Faculty of Land and Food Systems  **Instructions for the 2023-2024 LFS Graduate Student Travel Award (LFS GSTA)** |  |

The **LFS Graduate Student Travel Award (LFS GSTA)** is funded through a generous $1.4 million endowment bequeathed to LFS from the estate of Ursula Knight Abbott. The award is intended to help defray costs incurred by **research-based graduate students for attending and presenting a research paper or poster describing their thesis research at a scientific meeting/conference, held by a professional society, outside the Lower Mainland**. Approximately 45 LFS GSTAs are assigned annually. `

**Deadline/** LFS GSTAapplications are accepted year-round.

**Eligibility:** Students must submit an application within **one month\* of conference end date**.

Student must be full-time, registered graduate students (cannot be on leave).

Students who have completed their program can apply up to six months following their **program completion date**.

**Award value:** **$1750**

**MSc students**: may claim **ONE AWARD** per degree program;

**PhD students**: may claim up to **TWO AWARDS** per degree program (students who transfer from MSc to PhD are eligible for a maximum of two LFS GSTA’s in total). **NOTE:** Students can **only claim one travel award during each funding period** (September 1 to August 31).

Students who have claimed their maximum number of LFS GSTAs may email the Graduate Manager, LFS G&PS to request consideration for additional awards. **These requests will be considered on a case-by-case basis and will be dependent of availability of funding.**

**Citizenship:** Canadian, Permanent Resident, International

**Degree level:** Research-based programs only – Master’s, Doctoral

**Instructions:**

Funding for the LFS GSTA comes from an endowed award and as such, there are a number of restrictions, including: students can only apply for the LFS GSTA following their presentation; no advancements can be made nor can reimbursements, transfers etc., be made to anyone other than the student listed on the LFS GSTA application. A complete application must include proof of attendance/presentation. Examples of this can be a print screen of your presentation from the conference program, confirmation email from the conference organizers including your name and presentation, etc. **Students may claim only one LFS GSTA per funding period**. The funding period is September 1 to August 31. period is September 1 to August 31. **Applications must be submitted within one month of the conference end-date**. **Please note**: For accounting reasons, August 25th is the last day to submit an application for current funding period. Please send your LFS GSTA application package to the Manager, Graduate & Postdoctoral Studies, using the [**Qualtrics survey**](https://ubc.ca1.qualtrics.com/jfe/form/SV_esUnguEDpTULCAe). The Manager will send an email to both the student and supervisor once an award nomination has been sent to G&PS. Typically, it takes approximately 7-10 business days from submission of an application to receiving an offer from G&PS. During peak award times (the start of new terms, etc.), it may take slightly longer.

For additional information on UBC awards, please refer to the “[Awards Frequently Asked Questions](https://www.grad.ubc.ca/scholarships-awards-funding/awards-faq)”. If you have any further questions, please don’t hesitate to email the Manager, Graduate Programs, LFS ([lfs.gradmgr@ubc.ca](mailto:lfs.gradmgr@ubc.ca)).