



## QCS Conference Travel Awards — Information and Application Form

The leadership team for the NSERC CREATE grant “*Training for novel directions in quantitative climate science*” (QCS) are pleased to announce the process for obtaining conference travel funds.

### Purpose

The purpose of the QCS Conference Travel Awards is to assist trainees in the CREATE QCS training program to travel to national and international conferences to present on their QCS research and to participate in the conference.

### Amount

The award is meant to help offset the cost of participating in a conference, including abstract fee, registration fee, economy return airfare, accommodations, and subsistence. The award may not cover the total cost. The amount of the awards is dependent on the number of applicants and the total budget available in a given funding period. We will aim to disburse the funds equitably, with each award being at least \$1000.

### Eligibility

All trainees in the CREATE QCS training program are eligible to apply for conference travel funds. The funds are intended for students who will be presenting their QCS research at a national or international conference scheduled through August 2026. At most one Conference Travel Award per funding period (taken typically to be one year of the CREATE grant) will be awarded to each CREATE QCS trainee.

### Application procedure

You must present a poster on your QCS research at the 2025 Summer School, regardless of when the conference at which you will be presenting is scheduled.

1. Complete the attached application form
2. Attach:
  - a. A copy of the submitted conference abstract
  - b. Confirmation of acceptance of your abstract
3. Compile your completed application package into a single .pdf file and email it to the Program Coordinator at [alain.gervais@uwaterloo.ca](mailto:alain.gervais@uwaterloo.ca), using the subject line “QCS CONFERENCE TRAVEL AWARD”.
4. Supervisor letter of support: Arrange for your supervisor to email their letter of support to the Program Coordinator separately.
5. Upon return from the conference, complete the post-conference requirements (see [Fund Disbursal Procedure](#) below).

Applications will be accepted on a **rolling basis**, but you must submit your application **before** attending the conference.

### Adjudication of awards

All applicants (1) who present a poster on their QCS research during the 2025 Summer School; (2) whose application satisfies the application procedure outlined above; and, (3) who complete the post-conference fund disbursal requirements outlined below, will receive conference travel funds.





## Fund disbursement procedure

Conference expenses should comply with Tri-Agency financial guidelines.

1. Within 3 months after the student returns to their home institution, the student's supervisor must submit an invoice to the University of Waterloo Office of Research. This will initiate a funds transfer to the student's home institution, who will pay the Travel Award to the student.
2. The student will submit to the Program Coordinator a brief (500–1000 words) blog-style report on their conference experience for inclusion on the QCS website. The report must:
  - a. include a summary of the session in which their talk was presented;
  - b. include a summary of the conference overall; and,
  - c. describe the impact that the QCS Conference Travel Award had on advancing the student's academic and/or professional goals.
3. The student is committed to presenting a poster on their ongoing QCS research during the student poster session at the QCS Summer School on **July 25, 2025** at the University of Waterloo.



## QCS Conference Travel Award Application Form

Applicant name: \_\_\_\_\_

University: \_\_\_\_\_

Email address: \_\_\_\_\_

Supervisor: \_\_\_\_\_

Name of conference: \_\_\_\_\_

Location of conference: \_\_\_\_\_

Dates of conference: \_\_\_\_\_

Session title: \_\_\_\_\_

Presentation title: \_\_\_\_\_

Authorship: \_\_\_\_\_

Estimate of costs: Abstract submission fee: \_\_\_\_\_

Registration fee: \_\_\_\_\_

Airfare: \_\_\_\_\_

Accommodations: \_\_\_\_\_

Subsistence: \_\_\_\_\_

**Total:** \_\_\_\_\_

Sign and date this form when completed, and attach:

1. A copy of the submitted abstract
2. Confirmation of acceptance of your abstract

Compile your completed application package into a single .pdf file and email it to the Program Coordinator at [alain.gervais@uwaterloo.ca](mailto:alain.gervais@uwaterloo.ca), using the subject line “QCS CONFERENCE TRAVEL AWARD”. Arrange for your supervisor to email their letter of support to the Program Coordinator separately.

\_\_\_\_\_  
Student signature

\_\_\_\_\_  
Date



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