# International Legal Studies Travel Grant Application

Before completing this application, students should carefully review the information provided on our web page for [International Legal Studies Travel Grants](https://hls.harvard.edu/ils/international-fellowships-and-grants/travel-grants/).

**In addition to this form, International Legal Studies Travel Grant applications should include:**

* **Current official Harvard Law School transcript** that includes the student’s most recent reported grades as of the application submission.  Students can order official transcripts online by going to the Office of the Registrar’s [Transcript Requests](https://hls.harvard.edu/registrar/transcript-requests/) page and selecting “Placing a Transcript Order Online.” Official transcripts may be in electronic or paper form but must be sent directly from the Office of the Registrar, or, if delivered by the student, arrive in the original signed and sealed envelope. (Please note that requests for HLS transcripts may take 3-5 days to process, so applicants should plan accordingly.)
* **Resume or Curriculum Vitae**

**Application materials must be submitted to International Legal Studies, by email to** **ils@law.harvard.edu****, at least four weeks prior to the date of the proposed travel**.

**Student Information:**

|  |  |
| --- | --- |
| Last Name:       | First Name:       |
| Email:      Preferred Pronouns:       | Phone:       |
| Current year of study |
| [ ]  1L [ ]  2L [ ]  3L [ ]  LL.M. [ ]  S.J.D. |
| Mailing Address  |
|       |
| U.S. Citizen/Permanent Resident? [ ]  Yes [ ]  No  |

**Project Information:**

**Project Travel Dates**: Beginning: **/  /** Ending:  **/  /**

**Project Location**: City:  Country:

**If you will be in more than one location, please list additional locations here**:

**Proposal Summary:** In no more than 500 words, please describe your project and its relation to your past and intended academic, intellectual, clinical, and/or professional experiences. You should provide detail about the specific work you intend to undertake abroad and expected achievements.

**Budget Proposal:** Please complete the table(s) below for itemized expenses you will incur as a part of your project.

**Flights:** Flight expenses should be reasonable and verifiable (economy class fares only). If your flight will not originate in Boston, it should be because it is cheaper to fly from another city to your destination than it is to fly from Boston to your destination. The same principle applies for return flights.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Price** | **Travel Date** | **Round-Trips Only :** **Return Date?** | **Originating City/State** | **Arrival City/Country** | **Where was price found?**(name of website, travel agency, etc) |
| **$** |       |       |       |       |       |
| **$** |       |       |       |       |       |
| **$** |       |       |       |       |       |
| **$** |       |       |       |       |       |

**Other Travel Expenses:** Expenses such as lodging, meals, or other transportation costs can be submitted for funding consideration if your project requires the expenditure and the cost is reasonable.

|  |  |  |
| --- | --- | --- |
| **Price** | **Detailed Description and Purpose of Expense** | **Where was price found?** (name of website, travel agency, etc) |
| **$** |       |       |
| **$** |       |       |
| **$** |       |       |
| **$** |       |       |

**Other Sources of Funding:** Listany other fundingyou have applied for or received for this project.

|  |  |  |
| --- | --- | --- |
| **Amount**  | Source of Funding  | **Applied for or Received?** |
| **$** |       |       |
| **$** |       |       |

**Total funding amount requested from International Legal Studies Travel Grant Program: $**

I verify that the project information provided above is accurate and the expenses I am submitting for funding consideration are reasonable and necessary for my proposed project.

|  |  |  |
| --- | --- | --- |
|       |  |       |
| Name |  | Date |

9.23