**Instructions for submitting your application:**

**Submit your application as a word .doc or .docx, saving your application as “MESAFund-YourStudentID.doc” (eg MESAFund-A12345678.doc). Write your responses to each question on this form using bold text. There is no page limit. Submit your application to Gail Wootan (wootang@evergreen.edu) via email; she will remove your name before submitting it to the review committee.**

**Criteria:**

**You must be a registered student at the time of the event. You cannot request funds for events occurring over the summer.**

**Awards:**

**Recipients will be notified of their award one week after the application deadline. You will receive funding as a reimbursement check after completing the “Sharing Requirement” (see below). Itemized receipts must be submitted to the review committee along with documentation of completion of the sharing requirement. Direct your questions to Helen Gribble [helengribble@gmail.com](mailto:helengribble@gmail.com).**

Name:

Student ID# :

Date of application:

Have you received a MESA award before in this academic year? How much? (Higher priority will be given to students who have not received funding.)

Amount you are requesting (max $150.00):

Name of Conference/Professional Development Opportunity:

Describe the Conference/Professional Development Opportunity:

Will you be presenting your research at the conference in the form of either an oral presentation or a poster presentation? Please describe.

Explain how this opportunity will help you meet your learning objectives in MES:

Event Dates:

Will you be a registered student at the time of the event?

Event Location:

Registration Cost:

Travel Cost (if airfare or train, put cost of ticket, if by car, use formula below):

Estimated Travel miles: Travel Cost (driving mileage x $0.567/mile):

If traveling in a group of 5 or more, do you plan to use a motor pool van?

If you are using a van, do you have 2 permitted drivers in your group?

Estimated Lodging cost:

How are you able to offset costs (carpooling, lodging with a friend, volunteering, etc)?

Have you explored additional funding opportunities? Explain.

How will you use the requested funds? (Food cannot be reimbursed.)

Total Cost:

**Sharing Requirement:** You will be required to share your experience with MES and the larger Evergreen community (through the MES blog, a presentation to undergraduate groups, Cooper Point Journal, or other method of your choice). You will not receive reimbursement until this requirement is fulfilled. Students may work together, but you must submit documentation individually to Helen ([helengribble@gmail.com](mailto:helengribble@gmail.com)). You may want to work with the MESA coordinators to plan your event. This requirement must be fulfilled within 2 weeks of the date of the event. Please describe how you plan to share your findings:

How have you been involved with MESA? If not involved, why? Describe your plans for future involvement:

Additional Info: