

## **Ignite Conference Travel Grant Application Guidelines & Tips**

Thank you for considering the possibility of applying for Ignite funding. The Ignite Fund was established to provide financial support for student-initiated entrepreneurial projects, student research projects, and travel to present at research conferences.

As you go through the process of writing this application, please know assistance is available from the J.D. Power Center staff. Please contact us at [jdpowercenter@holycross.edu](mailto:jdpowercenter@holycross.edu) with any questions. Below are some guidelines and tips to help you know what to expect in the application process.

The “Personal Statement” section of the application should describe how your engagement with the proposed conference fits with your academic and vocational interests. Please indicate in your personal statement whether you are applying to present material researched during a summer research or honors project.

The “Use of Funds” and “Proposed Budget” sections of the application should include a detailed budget, itemizing all expenses you expect to incur and a description of how the proposed expenses will help you complete your project. Projects should request adequate funds— do not under-estimate your funding needs. If you are traveling with other Holy Cross students, when possible, plan to travel together, and to share accommodations to economize. Guidelines and a listing of acceptable travel expenses are briefly outlined in the application. Additional, more detailed guidelines will be sent to students after proposals are accepted.

In the “Invitation to Participate” section students should upload documentation that their conference proposal has been accepted. Please note that funds are not awarded for travel to conferences to which you have applied, but not yet been accepted.