GSAP Point Program and Travel Awards

In order to begin a GSAP travel fund, a point system has been proposed. Points can be earned by the following activities:

3 Points:
- Participate in fundraising activity
- Participate in philanthropic activity

2 Points:
- Attend administrative or planning meeting

1 Point:
- Attend guest speaker talk sponsored by GSAP
- Attend GSAP social event
- Pay dues

In order to receive points (and travel funds), GSAP members must pay annual dues ($10). If an event lasts significantly longer than one hour, points may be awarded per hour of activity. The GSAP officers can also designate other activities or ways to earn points as needed (e.g., if GSAP holds a food drive, points could be earned for making a donation).

Duties Related to Point System:
The GSAP secretary will continue to hold the responsibility of keeping attendance at GSAP events. However, it will be the responsibility of the clinical vice president to maintain a spreadsheet with names of GSAP members and the points they have earned over the course of the year. This will require the secretary to be in communication with the VP regarding attendance after each event. The VP will also hold primary responsibility for announcing travel awards and collecting applications for travel awards. Once an award has been given, it will be the responsibility of the recipient of the award to submit copies of conference-related receipts to the treasurer. The treasurer will then be responsible for reimbursing the recipient.

Travel Awards:
Points will be summed at the end of each semester to determine who will receive travel awards. Travel awards will be distributed twice a year, at the end of each semester (i.e., once in December and once in May). At the beginning of each semester, GSAP officers will publish a deadline (to occur towards the end of the semester) by which time applications for travel funds must be submitted.

The number and amount of travel awards given per year will depend on the amount of funds currently available and may change yearly. GSAP officers should announce the number and amount of awards to be given at the beginning of each school year.
GSAP members can win a travel award only once per year. An application for the travel award will be developed (see attached).

Awards can be given for conferences that have occurred either within 8 months prior to the current award date, or for conferences that are scheduled to occur within 8 months after the due date. For example, if awards are to be distributed in December of 2011, applicants can apply for funds for conferences occurring between May 2011 and August 2012. Applicants can apply twice for the same conference (given that the first application is not successful, and the conference occurred within the allowable 16-month time span for each deadline).

GSAP members can apply for funds for conferences they have not yet applied or been accepted for, though, as discussed below, some priority will be given to those whose research has already been accepted. Once someone has won the award, they must submit copies of conference-related receipts to the treasurer, up to the award amount, after the conference has passed. They will then receive reimbursement. If someone who wins an award ends up not attending the conference, their funds will go back in the general pot for future awards.

Travel funds will be awarded by the following criteria (roughly in this order):
1) GSAP points earned
2) Research is empirical in nature
3) Applicant is first author on the research project in question
4) Magnitude of project (e.g., an oral presentation may be rated higher than a poster presentation)
5) Research has already been accepted by conference, has already occurred, or has been submitted but not yet accepted

After applications have been accepted, the GSAP officers will then meet to evaluate applications and select the winner of the travel award. In the case that there is disagreement or if it is difficult to determine a clear winner, the officers will then consult faculty to select the student(s) to receive the travel awards AND/OR may choose randomly (i.e., through a random number generator) from the top submissions based on the above criteria.