



TEXAS A&M UNIVERSITY

Dean of Undergraduate Programs and Associate Provost
for Academic Services

Division of Academic Affairs

September 26, 2007

MEMORANDUM

TO: Deans, Department Heads, Chair of Intercollegiate Faculties

SUBJECT: Call for Nominations for the Bush Foundation Grant for Texas A&M University
Graduate and Undergraduate Students

For the sixth year, the Bush Presidential Library Foundation will award a total of eighteen \$500 travel grants to one graduate and one undergraduate student from each academic college. Funds must be used for travel costs related to: attending academic conferences, research projects or study, or an internship in the United States or abroad. Guidelines are attached and each college is asked to identify one full-time graduate and one full-time undergraduate student to receive the award.

October 22, 2007 – Student Deadline: Students applying for this grant must be eligible according to the guidelines and must complete and submit their application to their college Department Head by October 22, 2007.

November 5, 2007 – Department Head Deadline: Department Heads are asked to forward all eligible applications to their College Dean by November 5, 2007, for review and selection.

December 3, 2007 – Dean Deadline: College Deans are asked to review the applications and select one graduate and one undergraduate student to receive this award and forward their two nominees forms to the appropriate office as indicated below, by December 3, 2007.

Graduate nomination forms: Send to Dr. Robert Webb, Interim Dean of Graduate Studies, 1113 TAMU.

Undergraduate nomination forms: Send to Dr. J. Martyn Gunn, Dean of Undergraduate Programs, 1125 TAMU.

Once nomination applications are received, the Office of Student Financial Aid will ensure that selected students receive the \$500 grant.

Thank you for your assistance in providing students with this information and this opportunity. If you have questions or need additional information, please call Martyn Gunn at 845-3210 or Robert Webb at 845-3631.

Sincerely,

Dr. J. Martyn Gunn
Dean of Undergraduate Programs and
Associate Provost for Academic Services

Dr. Robert C. Webb
Interim Dean of Graduate Studies

The George Bush Presidential Library Foundation Grant
College of _____
2008 - Student Travel Grants

Student Name: _____ UIN#: _____

Student Address: _____

Student Phone #: _____

Email Address: _____

Please check one:

_____ Undergraduate _____ Masters Degree _____ Doctoral degree

Department/Intercollegiate Faculty _____ Major _____

Location of travel (if a conference please include the academic group sponsoring the conference or seminar) _____

Dates of travel _____

Purpose of travel (check one)

_____ Present at a conference _____ Study or class
_____ Attend a conference _____ Internship
_____ Research project _____ Other-please specify _____

Briefly describe the specific purpose and activities of your travel. If you will be presenting at a conference or working on a research project, please attach an abstract of the paper or project.

How will this travel opportunity impact your academic study?

STUDENT – Return this form to your college Department Head **by October 22, 2007.**

DEPARTMENT HEAD – Return **ALL eligible** forms to your Dean **by November 5, 2007.**

DEAN - Return 1 graduate and 1 undergraduate nominee form to the appropriate office below **by December 3, 2007.**

Undergraduate Student form to J. Martyn Gunn: 1125 TAMU or (fax 845-6358)
Graduate Student form to Robert C. Webb: 1113 TAMU or (fax 845-1596)

The George Bush Presidential Library Foundation Grant GUIDELINES

2008

The award shall be named the George Bush Presidential Library Foundation Grant. It will be advertised and referred to by this name in all Texas A&M University publications.

Purpose:

To provide educational opportunities to full-time Texas A&M students.

Use of Grants:

Provides a one-time grant of \$500 to one full-time undergraduate and one full-time graduate student in each college.

The grant is awarded directly to the student to support travel to conferences, research projects, study or internships in the United States or abroad.

Process:

- Each college is to announce the availability of this award to their students early in the Fall semester.
- Interested students are to complete and submit their application form to apply for this grant.
- Student applications are due to their respective college Department Head **by October 22, 2007**.
- Each Department Head reviews the applications and forwards **all** qualified applications to their college Dean **by November 5, 2007**.
- The College Dean reviews the applications, selects 1 graduate and 1 undergraduate student application, and submits it to the appropriate Graduate and Undergraduate office **by December 3, 2007**.

Criteria for Award:

- Students must meet academic or programmatic criteria determined by his/her college.
- Must be a full-time student at Texas A&M University **at the time of travel**. (12 hours - undergraduate) (9 hours - graduate).
- Purpose of travel must be consistent with the student's college objectives.

Requirements for Recipients:

- Travel must be completed within a twelve-month period beginning with the summer following the grant award.
- Within one month following the completion of travel, each recipient must submit a two-page summary report to the Executive Director of the George Bush Presidential Library Foundation.