



August 14, 2023

As Chair of the Region V Awards Committee, I am pleased to present this opportunity for you to submit nomination(s) for the Region V Experienced Member Travel Award. The award provides up to \$500 to a recipient to offset travel expenses to attend the Region V Fall Meeting. The 2023 Region V Fall Meeting is scheduled for October 22-25 in Oklahoma City, Oklahoma.

The Awards Committee will select one individual to receive the award based upon the quantity and quality of nominations received.

Nomination packets are due no later than 5 p.m., submitter’s local time, on Tuesday, September 5th.

The eligibility criteria for the Experienced Member Travel Award are:

- Currently work as a research administrator at an institution located in the Region V geographical area (Oklahoma and Texas);
- Have at least five (5) years’ experience in research administration; and
- Be members of NCURA in good standing at the time of the nomination.

Nominees must provide:

- a written statement on how the award will benefit the nominee and their home institution, and
- at least one letter of support from their home institution.

The nominee statement and/or the institutional support letter(s) must confirm:

- that the applicant has secured their manager's or supervisor's approval to attend the meeting, and
- that the nominee or the nominee’s home institution will cover the balance if the cost of attendance exceeds the amount of the award.

The selection will be based on perceived need and benefits to the nominee and their home institution. Self-nominations will be accepted.

Information about the Region V meeting can be found at : <https://www.ncuraregionv.com/fall-2023-meeting/>

The Experience Member Travel Award Nomination Form can be found at: <https://forms.gle/JRjuGDh8TV5GQQA19>

If you have questions, please feel free to contact me.

Tribbie Grimm
Immediate Past Chair
Travel Award Committee Chair
ncuraregionV@gmail.com

2023
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