

## Research Travel Award Application Checklist (Scholar)

Before starting your [online application](#), please ensure you have the following information and documents ready.

- |          |  |                          |
|----------|--|--------------------------|
| <b>1</b> | Applicant Information - Upload PDF copy of your CV, supervisor information (e.g., title, faculty, and department).                 | <input type="checkbox"/> |
| <b>2</b> | Trip Details - Departure & return dates, proposed host details (e.g., title, institution, sector type, and institutional website). | <input type="checkbox"/> |
| <b>3</b> | Budget Information - Amount requested and detailed budget breakdown (e.g., travel, accommodation, etc.)                            | <input type="checkbox"/> |
| <b>4</b> | Letter of Support - Upload letter of support from host.  | <input type="checkbox"/> |
| <b>5</b> | Research Proposal - Summary of research plan (objectives, approach, relation to VISTA & expected outcomes/impact) (500 words max). | <input type="checkbox"/> |

**\*Note:** All applications must be submitted through the [online application](#), which can be found on the [VISTA](#) website.