



## Applying for Scholarships



Sponsored by The Spitzer Science Center

**UP TO \$750 PER PERSON AVAILABLE FOR QUALIFIED MEETING PARTICIPANTS**

### Who is Eligible for a Scholarship?

Scholarships to the weekend (September 12–13) part of the meeting are available to active educators in either formal or informal settings, who do not have funds to attend the meeting from another source. Such educators can include:

- a. K-12 teachers (especially those who train other teachers)
- b. amateur astronomers who are actively engaged in educational or public outreach (for example, by being part of the Night Sky Network, a NASA ambassadors program, etc.)
- c. museum, planetarium, or nature center educators.

Scientists, university professors, and graduate students are not eligible for these scholarships, but they are more than welcome to attend the workshops with other funding.

We expect more applications than we have funding, so please continue trying to find other funding even if you are applying for a scholarship.

Scholarship money will be distributed after the meeting as reimbursement for documented expenses incurred.

### How Do I Apply for a Scholarship?

Applicants must be U.S. citizens and must submit three different items (each one takes only a few minutes):

1. An application form with basic information  
(Print this form and fill it out; be sure you give us a realistic estimate of your expenses, since this will determine the size of your scholarship.) *You can ask for a maximum of \$750, but only documented expenses will be reimbursed.*
2. A one-page letter explaining your educational and outreach activities in astronomy, earth science, or other sciences and how attending the meeting will benefit you and the organization you work with. (No special form or letterhead is required.)
3. A form signed by a supervisor certifying that you are engaged in educational or outreach activities in astronomy, earth science, or other sciences and that your organization is not able to find other travel funding for you. Print this form, fill it out, and have your supervisor sign it. (If you are an amateur astronomer, you can have a club officer sign.)

**All three sheets must be sent together by July 22, 2009, by mail or by e-mail, to:**

**2008 Meeting Scholarships  
Astronomical Society of the Pacific  
390 Ashton Ave.  
San Francisco, CA 94112  
2009meeting@astrosociety.org**

**If you wish to submit your application materials by email, you must print out the forms, have them signed, then scan or convert the forms to digital files (PDF format) before emailing them to the address above.**

We will notify everyone as soon as possible after the deadline.

### **What Will Scholarships Pay For?**

Scholarships can be used to defer legitimate travel expenses to the meeting, including transportation, lodging at the conference hotel, etc. You cannot ask for money for the weekend registration fee or for meals; those are your responsibility. For information about the conference hotel, see the lodging information page at [www.astrosociety.org/events/2009mtg/lodging.html](http://www.astrosociety.org/events/2009mtg/lodging.html)

### **What if I Want to Attend the Rest of the ASP Meeting?**

These scholarships cannot pay for meeting registration or for expenses beyond the weekend, so you will need to find other sources of funds for that. But it is perfectly fine to delay your return from Millbrae and still use the scholarship travel funds for your return.

### **How Will I Be Reimbursed?**

Keep good receipts for all approved expenses (remember food and registration cannot be included). Promptly send a list of your approved expenses with original receipts to the ASP at the above address. All requests for reimbursement must reach us by November 1. Be sure to include your name and full mailing address. You will receive a reimbursement for the amount you spent up to the limit approved in your scholarship letter. Send reimbursement requests to the same address (above) to which you sent scholarship applications.