MA Student Required Funding Documents Roadmap

Are you preparing to attend a conference or submit a proposal for the E3B MA grant?

Attend a conference:
Read and follow directions in the “E3B Conference Fund” PDF.

Have you already attended the conference & incurred Receipts?

Have you exceeded the $750 minimum and need more?

YES
Apply for and submit your 1) “GSAS Conference Matching Travel Funds” form and 2) read and follow directions outlined in the “Receipts for reimbursement” PDF. Submit receipts to Bekka. Σ $1050

NO
Read and follow directions outlined in the “Receipts for reimbursement” PDF. Submit receipts to Bekka. Σ $450

Submit a proposal for the E3B Research Grant:
Read and follow directions outlined in the “E3B MA Grant RFP” PDF.

Have you met or exceeded the $450 minimum?

YES
Submit your 1) E3B MA Grant Proposal and 2) GSAS MA Research Matching Fund to Bekka and E3B Finance. Σ $2,300 Save receipts for your own records but they are not required to receive funds.

NO
Submit your E3B MA Grant Proposal to Bekka, Raymond, and Kyle for approval. Once approved, read and follow directions outlined in the “Receipts for reimbursement” PDF. Submit receipts to Bekka and E3B Finance. Σ $450

All E3B documents are located on the E3B website, www.e3b.Columbia.edu/students/current/maj/ and GSAS forms at www.gsas.Columbia.edu