

Form A

**ABA Special Interest Group
Stipend Application**

Each year the ABA may grant a stipend of up to \$1,500 to a Special Interest Group (SIG). This stipend is to be used to support a guest speaker at the SIG Annual Meeting of the ABA. These funds may be used for travel, lodging, related expenses and/or an honorarium for the guest speaker. In order to receive the stipend, the guest speaker must *NOT* be a member of the ABA. Applications must be completed in full and returned to the Chair of the Membership Advisory Committee for review. Final approval will be made by the Board of Trustees at their autumn meeting. Deadline for stipend application is July 1. SIG chairs will be notified of stipend awards by October 1. Reimbursement requires completion of an ABA Expense Reimbursement Request Form following the ABA meeting.

SIG Name _____

Chair _____

Address _____

Phone _____ E-mail: _____

Speaker Name* _____ Member of ABA? Yes or No (*circle one*)

Address _____

Phone _____ E-mail: _____

Title of Presentation _____

**Please attach speaker's current CV to this application.*

Speaker Justification/Comments:

Please circle correct response and provide cost information below.

Airfare/Travel yes no If yes, include cost \$ _____

Hotel yes no If yes, include cost \$ _____

Honorarium yes no If yes, include cost \$ _____ (maximum = \$500)

Total Stipend Request \$ _____ (maximum = \$1,500)

Special Requirements (e.g., AV equipment, overhead projector)

Date Submitted: _____

Chair, Membership Advisory Committee Approval Date: _____ by _____

Board of Trustees Approval Date: _____ by _____