

Conference & Exhibition Fund Details

Established to support professional development, the Graduate Student Conference & Exhibition Fund is for graduate students ***who have been invited to present*** creative or scholarly work at an exhibition, conference, symposium, or residency.

These funds are not available to simply attend an exhibition, conference, symposium (you must receive an invitation to present). The funds are also not available to supplement costs for courses that require travel and also excludes things such as materials, supplies, shipping, printing.

For the past two years the fund has closed in late February due to the high number of applications, so you are encouraged to apply as soon as you have a confirmed opportunity.

Award amounts vary and do not exceed \$1,000 (this includes the per diem). Awardees need to request a per diem* for food and incidentals at 3 weeks before the event. After attending the event, you submit your expenses and will receive funds in the form of reimbursement.

You must provide itemized receipts for each expense in which you are requesting to be reimbursed (up to \$1,000). Funds can be used to support travel to/from the event, accommodations, and conference/participation fees (the per diem covers meals). If you do not submit expenses in the correct format or by the provided deadline (two weeks from when you return), you will not be reimbursed.

*A per diem is money provided to you (in this case just for meals) ***before*** you travel. This means you do not need to submit receipts for these expenses. Per diem rates vary by city and state.

If you are requesting a per diem for meals and incidentals please refer to the [Domestic](#) or [International](#) per diem guidelines. RISD provides per diems for up to 3 full days and the to/from travel days. Note, the travel per diems are slightly less. Per diems are given 2 weeks before your travel. As per the per diem guidelines travel days count for 75% of a full day. Your per diem amount is a part of the total funding awarded to you. Meals and incidentals will only be covered by the per diem and not reimbursed.

* If you are an International student, refer to this [page](#) before traveling.

If it doesn't close early, the final day for submissions is April 30, 2026 and travel must be completed before June 15, 2026. The fund will open again on July 1, 2026.

You will receive an email from Phoebe Snyder confirming your award. Your award must be confirmed before your travel dates, as we cannot award funding retroactively.

ELIGIBILITY

To receive support through this program you must be a full-time graduate student (at the time of application and when the event occurs), in good academic standing, have a *confirmed invitation* to publicly present your work, and have the support of your graduate program director.

Students are only eligible to receive conference fund support once per academic year.