

IALD Education Trust 2024 Stipend Program

We updated the stipend program. Please read this document in its entirety before submitting your application.

The IALD Education Trust is now accepting applications for travel stipends through 31 January 2024. Applicants must review the event details and budgets below and select their first-choice event (required) and a second-choice event (optional) during the application process.

Each event has two pre-determined budgets: one for awardees who will be traveling internationally to attend and one for awardees who will be traveling domestically to attend. Please review the event dates and budgets before making your selections.

If you receive a travel stipend, you will be reimbursed for up to the amount awarded for transportation to and from the event and accommodation for three nights.

REGISTRATION: Awardees attending IALD Enlighten Americas or IALD Enlighten Europe will receive a code for complimentary conference registration. Awardees attending other events need to budget for event registration.

ACCOMMODATION: Please keep your accommodation costs below \$300 USD/ night. If you need accommodation for more than three (3) nights, you may add an extra night to your travels, but you will not receive additional funding, and you must notify the IALD by emailing may@iald.org. Room sharing may be a good option for awardees needing to stay additional nights.

ADDITIONAL FUNDING: The IALD Education Trust has a limited budget for awardees whose expenses exceed their awarded budget. If you need extra funds, you must contact may@iald.org to submit a written request. Instructions will be provided, but please note that we cannot guarantee additional funding.

EVENTS

IALD Enlighten Europe: 21-22 June 2024, London, UK

- The budget for attendees traveling internationally is \$2,050 USD.
- The budget for attendees traveling domestically is \$1,450 USD.
- Awardees will be reimbursed for up to their award amount for these qualified expenses: transportation to and from the event and THREE nights of accommodation. Please note that complimentary conference registration will be provided.

IALD Enlighten Americas: 17-19 October 2024, San Diego, CA USA

- The budget for attendees traveling internationally is \$2,170 USD.
- The budget for attendees traveling domestically is \$1,570 USD.
- Awardees will be reimbursed for up to their award amount for these qualified expenses: transportation to and from the event and THREE nights of accommodation. Please note that complimentary conference registration will be provided.

- **This event will be held at the Rancho Bernardo Inn, which is not in the city of San Diego. Attendees should plan to stay onsite and use the discount code for the venue hotel, which will be provided with your complimentary registration code.**

Light + Building: 3 - 8 March 2024 in Frankfurt, Germany

- The budget for attendees traveling internationally is \$1,860 USD.
- The budget for attendees traveling domestically is \$1,260 USD.
- Awardees will be reimbursed for up to their award amount for these qualified expenses: transportation to and from the event, registration, and THREE nights of accommodation.
- **Attendees should plan to attend an IALD event on 7 March. Details will be provided to awardees.**

Other Event: examples include ‘Lights in Alingsås,’ Sweden, and ‘ArchLIGHT Summit’ in Dallas, TX USA

- The budget for attendees traveling internationally is \$2,000 USD.
- The budget for attendees traveling domestically is \$1,400 USD.
- Awardees will be reimbursed for up to their award amount for these qualified expenses: transportation to and from the event, registration, and THREE nights of accommodation.

ELIGIBILITY

- Applicants of all nationalities are encouraged to apply. Juniors, seniors, and graduate students enrolled in programs in lighting design and related fields including architectural engineering, interiors, theater, and architecture are eligible.
- Full and part-time lighting educators from all countries are encouraged to apply.
- You must be a member of the International Association of Lighting Designers (IALD) or have your membership in process at the time of application, visit IALD.org.
- Students must be registered full-time students at the time of their travel, i.e., have not yet graduated during the travel.
- All applications must be in English.
- **Please note:** Applicants may receive up to two student travel stipends total during their cumulative undergraduate and graduate studies. Educators may receive an educator travel stipend a maximum of once every three years. Exceptions may be made for educators traveling to an event with a group of students.

APPLICATION: REQUIRED DOCUMENTS

1. Resume – two (2) page maximum
2. Personal Statement- 350-word maximum: Please introduce yourself and explain how a travel stipend will help you achieve your academic/ career goals. (350 words maximum)

AWARDEE RESPONSIBILITIES

- Awardees must respond to all emails within 3 business days.
- All travel arrangements, lodging reservations, registration etc. are the responsibility of

the awardee. If you are attending an Enlighten conference, we will provide a registration code, but you must register yourself.

- You will carry all charges and keep all receipts then submit them after the event and be reimbursed a maximum of your award amount. If you go over the amount awarded, additional costs will not be reimbursed.
- Awardees are responsible for informing their school and instructors of their absence.
- All international travel visas are the responsibility of the awardee. Begin this process now as many visa applications take a long time.
- Awardees are expected to attend IALD student events where applicable. Event details will be communicated in advance.
- Failure to attend the event for which your stipend was awarded will result in forfeiture of your stipend. Please make sure all travel-related documents and visas are in order and report any significant issues to may@iald.org in advance of the conference/ tradeshow.

FREQUENTLY ASKED QUESTIONS

When will I know if I was awarded a travel stipend?

- Awardees will be notified in mid-February of 2024.

Eligibility: I am in a one-year graduate program, am I eligible?

- Yes, if you will be a full-time student when your travel happens.

Application fees: Are there any?

- No, only that you must be a Student or Educator IALD member. Annual dues for 2024 are \$40 USD for a Student membership and \$80 for an Educator membership.

Can I apply for IALD membership after I get the award?

- No. You must have an application submitted by the deadline for your application. However, if your application is still pending at the time of submission, please provide proof of application.

Evaluation: How are the submissions evaluated?

- The selection committee consists of lighting educators, practicing professionals, and past stipend recipients. They review applicants' personal statements and resumes. The applications are evaluated on enthusiasm, strength, effort, and creativity. Not following the directions may result in your application being rejected.

Where can I go?

- Usually, the IALD Education Trust operates the travel stipends program at the beginning of the year and student and educator applicants can choose from lighting events, conferences, and festivals that take place that year.

Which email address should I use?

- Use the email address you check regularly. If you don't respond to your offer within one (1) week, it may be given to an alternate.

Can I attend seminars that are not included in the registration price?

- Yes, please include receipts for the seminar charges when you submit your reimbursement materials. Please note that attending extra sessions will not increase your stipend award amount.

Does the travel stipend cover food?

- No, but many conferences have food included with the registration.

Hotel: Do I have to stay at the conference hotel?

- No, you can stay anywhere you want. However, we recommend you stay onsite if attending IALD Enlighten Americas because the location is not within the city of San Diego. Please keep your accommodation costs to within \$300 USD/ night.

Room Sharing Payments: How does that work?

- When you check out, have the hotel split the charges equally and get a receipt. All individuals must be present to do this. Then submit that cost for your reimbursement.

How will I be reimbursed?

- After attending the event you must submit a reimbursement form and your receipts for flights, hotel, registration, etc. The IALD Education Trust Director will provide the form before the event. The reimbursement process can take up to 30 days.

Does the program cover trips to manufacturers?

- No.

Enlighten Americas Portfolio Review

- The Trust hosts a student portfolio review event at IALD Enlighten Americas, which stipend awardees must attend. Your portfolio doesn't have to be perfect; it is used as a conversation starter between you and the lighting designers to whom you will be speaking. If you need to display digital images, please bring a device.

Questions? Email may@iald.org