The following details the policy for awarding Travel Grants for faculty from Minority Serving Institutions (MSIs) to attend the PhysTEC Conference.

- **Eligibility:**
  - An institution is considered an MSI if a specific underrepresented minority group constitutes at least 25% of the total undergraduate enrollment. Lists are available on the Department of Education and Hispanic Association of Colleges and Universities websites.
  - Recipients must be from a PhysTEC Coalition member institution.
  - There is a limit of one award per institution per year. Repeat awards may be given if the attendee can demonstrate sufficient outcomes from previous awards.
  - PhysTEC currently-funded are not eligible.
  - Students and high school teachers are not eligible. The grant is intended to support faculty who work in or are interested in physics teacher education.
  - Recipients are expected to stay in the conference hotel.
  - We ask faculty to demonstrate the potential usefulness of the grant using application questions about their current physics teacher education efforts and what they would gain from attending the conference.
  - After the conference, Travel Grant Recipients are requested to write a two-paragraph summary of what they learned at the conference.

- **Amount:**
  - Each award is up to $1000, which may be split between faculty members at an institution.

- **What the grant will cover:**
  - The funds are distributed as reimbursement for travel costs for only one individual from the awarded institution. Allowed expenses are detailed in the APS Grant Travel & Expense report.
  - The grant can be used for travel and hotel expenses.
  - Registration fee is waived for up to two attendees from the institution. Additional attendees from the institution will need to pay registration fees.