



JOSEF KORBEL SCHOOL OF INTERNATIONAL STUDIES
Office of Career and Professional Development

Travel Grant: Modified DC In-Person Career Connections Program (Spring 2022, Pandemic Edition)

As the OCPD has been offering students advising, resources, programs, and networking opportunities a little differently during the Covid Pandemic, we held the December DC Career Connections Program (part I) via Zoom with hopes of offering an in-person DC Career Connections Program (part II) over spring break.

Unfortunately, circumstances will prevent us from safely arranging for a *group trip* over spring break. We expect to offer a couple of the targeted site visits as virtual career conversations over the next two quarters, so you can network and learn about them.

AND – we are committed to the learning objectives of the DC Career Connections program and **will offer TRAVEL GRANTS to support students interested in traveling to DC for spring break to meet with Korbel alumni and employers for informational interviews.**

The Korbel OCPD is offering ten travel grants (first come first serve) of \$300 for current Korbel graduate students who set-up and conduct at least 4 informational interviews in DC during spring break 2022.

Students accepting the grant **must attend three total sessions**-- two preparatory meetings and one post-travel meeting on the following dates:

- 1st preparatory meeting – Monday, 2/7 from Noon-1:00 pm (location TBA)
- 2nd preparatory meeting – Monday, 2/28 from Noon-1:00 pm (location TBA)
- Post-travel meeting – Monday, 4/4 from Noon-1:00 pm (location TBA)

During the two preparatory meetings, OCPD staff will prepare grant awardees to use LinkedIn to identify contacts at target organizations, draft outreach emails and LinkedIn messages, prepare informational interview questions and design a system for tracking outreach and follow-up with contacts.

The post-travel meeting will prepare grant awardees to follow-up with contacts and next steps. The grant will be disbursed no earlier than week 10 of winter quarter after the student has attended the preparatory meetings and emailed a copy of airline and/or hotel receipts. Grantees are asked to share notes from their meetings with the OCPD upon return. Submit a [grant application](#) no later than midnight on Tuesday, Feb 1.