



School of Architecture
Aydelott Travel Award Proposal

Eligibility - Architecture students enrolled in the third year of the Bachelor of Architecture (B.Arch.) program in the School of Architecture at Mississippi State University during the current academic year are eligible to submit proposals for the Aydelott Travel Award. Please refer to program information for detailed requirements, review criteria, and award conditions.

Proposal Completion Instructions - Proposals must include this completed Aydelott Travel Award Proposal Form and:

- 1. Resume (PDF, maximum 2 pages) inserted after the resume cover page, page 9
2. Current MSU Banner Transcript (PDF, no page limit) inserted after proposal page 10

Proposal Submission Instructions - Items 1 and 2 must be attached to this completed Aydelott Travel Award Proposal Form as PDFs. The completed form and items 1 and 2 must be saved as a single PDF and emailed to aydelott@caad.msstate.edu.

Proposal Submission Deadline - Submissions must be received by February 17, 2023, at 5:00 PM CST.

Please note - Responses to items 1 through 9 must be entered digitally in the fields provided; additional pages for items 1 through 9 may not be attached. Incomplete proposals will not be accepted. Proposals received after the deadline will not be reviewed.

1. Personal information

Last name: First name: Middle Initial(s):

Permanent mailing address:
Number and street: City, State, Country: Zip code:

MSU Email address: Home telephone number: Cell phone number:
@msstate.edu

Planned coursework for remaining academic year(s); insert N/A if you do not plan to attend a specific semester:

Table with 4 columns: Anticipated graduation (mo/yr), Spring, Summer, Fall. Includes rows for current year and future years.

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2. *Proposed Buildings – Provide the following information for your proposed buildings as it is applicable. Note: not all information may be applicable or available for all buildings.*

Building 1:

Location (city, state, country):

Architect name (year of birth/year of death):

Architect's practice location (city, state, country)

_____ (____ - ____)

Significant aspects for research and analysis:

Building 2:

Location (city, state, country):

Architect name (year of birth/year of death):

Architect's practice location (city, state, country)

_____ (____ - ____)

Significant aspects for research and analysis:

Building 3:

Location (city, state, country):

Architect name (year of birth/year of death):

Architect's practice location (city, state, country)

_____ (____ - ____)

Significant aspects for research and analysis:

Building 4:

Location (city, state, country):

Architect name (year of birth/year of death):

Architect's practice location (city, state, country)

_____ (____ - ____)

Significant aspects for research and analysis:

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3. *What is your rationale for selection of these four buildings as "ranking among the best in the world:"*

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4. *How will the opportunity to visit and analyze your proposed buildings enable you to achieve a level of analysis and communication of that analysis that would otherwise not be possible?*

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5. *What is your preliminary itinerary to visit and research the proposed buildings?*

Please note:

- **Week/Dates:** Weeks and dates between spring semester and fall semester are noted. You are not required to travel the entire period; however, your itinerary should provide reasonable time to fulfill the goals of your proposal and the Aydelott Travel Award as well as to conclude spring semester and prepare for fall semester.
- **Building(s):** Building or buildings that you will focus on each week.
- **Locations:** City/region and country or cities/regions and countries where you will be each week.
- **Activities:** Primary activities each week (e.g., building visit, research, interviews, travel).
- **Note:** Any other relevant information.

W	Dates	Building(s)	Location(s)	Activities	Note
1	May 7- May 13				
2	May 14- May 20				
3	May 21- May 27				
4	May 28- Jun 3				
5	Jun 4- Jun 10				
6	Jun 11- Jun 17				
7	Jun 18- Jun 24				
8	Jun 25- Jul 1				
9	Jul 2- Jul 8				
10	Jul 9- Jul 15				
11	Jul 16- Jul 22				
12	Jul 23- Jul 29				
13	Jul 30- Aug 5				
14	Aug 6- Aug 12				

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6. What is your preliminary budget to visit and research the proposed buildings?

Use the attached Excel spreadsheet for your preliminary budget and please note the following instructions:

Note regarding preliminary budget:

This is a preliminary budget and will help you to develop and present a feasible budget for travel and accommodations to the buildings you have proposed to research and analyze. Please use online resources to research costs and exchange rates to increase the accuracy of your budget and its overall feasibility.

Sample budget

See sample budget on the following page for the type of information and level of information that you should provide.

Instructions for entering information in the Excel spreadsheet:

Cells: Entering information into cells:

Enter data only in cells with **green font and green background**.

Do not enter text in cells with **red font and yellow background**; these have calculations already entered.

You may not need to enter information or data in all cells (e.g., during a week in which you are not traveling long distance, there will be no transportation cost); delete contents for any unused green background cells so the formulae will total rows and columns.

Itinerary: Budget weeks should correspond with itinerary weeks.

US Dollars: All amounts should be in US dollars; conversion from foreign currency should anticipate fluctuations in exchange rates.

Weeks: See 5. Itinerary note regarding weeks and dates.

Long distance transportation: Mode (e.g., air, train, car) and amount based on projected costs.

Per diem: Amounts should be determined in relation specific location(s).

Lodging (e.g., hostel, airbnb, hotel)

Local transportation (e.g., subway, bus, taxi)

Miscellaneous: Regular expenses (e.g., admission fees, communication, laundry).

Other: Item (e.g., visa, travel insurance, materials) and amount.

Pre-Travel/Post travel: Costs that will be incurred before and after travel for each category (e.g., travel insurance, advance purchase rail passes, advance purchase airfare).

Instructions for attaching the budget to the proposal form:

Attach both a PDF and Excel format file to your proposal; both documents should retain original 11x17 format:

PDF - Under "Tools," select "Pages," select "Insert from File," and select appropriate PDF.

Excel file - Under "Tools" select "Attach a file," and select the appropriate Excel file.

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Budget Cover Page

Insert PDF spreadsheet after this page
(11x17 landscape format, maximum one page)

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7. *Are there any logistical factors related to traveling to, visiting, and analyzing any of your proposed buildings (e.g., distance, access permission, language, visas, travel conditions/restrictions, health/immunizations) and how will you address these?*

8. *What resources related to your proposed buildings and analysis (e.g., libraries, research centers, architects, specialists) have you identified and where are they located?*

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9. *Are there any other factors and/or information relevant to your proposed buildings and analysis and the objectives of the Aydelott Travel Award?*

In submitting this proposal for the Aydelott Travel Award I acknowledge, understand, and agree to all Aydelott Travel Award conditions including the condition that award funds are to be used solely to pursue the goals of the Aydelott Travel Award; that modification of proposed travel itinerary and buildings for analysis may be required and, if required, I will complete them with the guidance of the assigned faculty mentor, Aydelott Travel Award representative(s), and university administration; and that I will return awarded funds and surrender of remaining unpaid funds, if for any reason, I am unable to fulfill all Aydelott Travel Award conditions.