



On To the Future Budget Tips

In your application cover letter you will be asked to submit a budget of your travel expenses in U.S dollars. This will help us determine how much funding you will need to cover most of your expenses. All funds will be distributed in U.S. dollars 1-2 weeks after the Annual Meeting by check. Below are some tips to think about as you begin planning your trip to Vancouver:

1. **Flight.** It is likely that you will be flying into [Vancouver International Airport](#) when you arrive at the conference. The airport code is YVR. Check flights online and estimate the cost of flights to/from your city to Vancouver, British Columbia, Canada.
2. **Lodging.** OTF does not require students to stay at a recommended hotel. Check the GSA Annual Meeting [website](#) for lodging choices. There are options for all attendees and at all budgets. Also check on the OTF website in the [student discussions](#) page to find roommates.
3. **Meals.** OTF will meet every morning before sessions begin at the meeting. A light breakfast and coffee will be provided. There are some opportunities to get a free student lunch at the meeting however these are on a first come, first served basis. There will also be receptions where there will be food. Estimate your meals accordingly if you plan to attend any of these events.
4. **Transportation.** When searching for a hotel, keep in mind [transportation options](#) and costs to get to/from the airport to your hotel and to/from [the Vancouver Convention Center](#), where the meeting will be held. Factor in transportations costs to/from airport and to/from Vancouver Convention Center.
5. **Meeting Registration and GSA Membership.** Your meeting registration and a one-year student membership cost will be covered by OTF, if you are chosen as a recipient.
6. **Miscellaneous.** Factor in unexpected costs such as baggage check, tips, and costs associated with applying for a passport into Canada.

Remember that this is only an estimate of costs associated with your attendance to the GSA Annual Meeting. We understand that you may go over or be under the estimated cost of your trip.

Below is a sample worksheet to show costs associated with the GSA Annual Meeting. Please use this as a resource when completing the estimated cost for your trip.

SAMPLE TRAVEL BUDGET

Day of the Week

	18- Oct	19- Oct	20-Oct	21-Oct	22-Oct	Total Across
Airline Ticket	400	0	0	0	0	400
Baggage	25	0	0	0	25	50
Hotel + Tax	100	100	100	100	0	400
Breakfast + Tip	0	0	0	0	0	0
Lunch + Tip	0	0	12	12	12	36
Dinner + Tip	15	15	15	15	15	75
Transportation	30	0	0	0	30	60
Miscellaneous	10	0	0	0	10	20
Registration	Covered by OTF					
TOTAL REQUESTED						1041