For PIER3 students, funded on or after September 1, 2016 Travel Policy is as follows:

PIER will cover the following travel-related expenses for PIER Fellows\(^1\).

You are expected to attend at least one professional meeting that focuses primarily on Education Research. In your first PIER year, you need not be on the program for the meeting. In subsequent years, you are expected, at the least, to submit a proposal for a presentation or poster at this meeting. IES strongly urges PIER trainees to attend either the Spring or the Fall meetings of the Society for Research on Educational Effectiveness (SREE)\(^2\). Another possibility is the annual meeting of the American Educational Research Association (AERA). Other meetings with a strong education research focus might also be appropriate for this requirement. Final approval of all such travel has to be obtained from the IES program officer who oversees our PIER grant. (Expenses for approved meetings will be covered by PIER up to the limit of your $2,000 annual research and travel budget.) Pre-approval from IES is also required for any travel beyond the US and Canada. Please refer to the Foreign Travel Request form. Note that IES (and CMU) conform to the “Fly America Act”, in which US carriers must be used except in special cases (even if they are more expensive and/or slightly less convenient than foreign carriers.)\(^3\)

Pre-approval process:
(a) PIER students submit the name of the conference and their level of participation (e.g., whether they are on the program, and if so, in what role) to Audrey Russo,
(b) Audrey sends in the names to our program officer, and
(c) we await approval from IES.

To ensure that you are reimbursed as you expect to be, it is important that you receive approval from Audrey Russo BEFORE you make any travel arrangements.

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\(^1\) PIER is prohibited from covering travel expenses for PIER Associates.

\(^2\) http://www.sree.org/

\(^3\) There are exceptions, but you’ll have to request them from IES (and you should consult the details of the act before you even try.) Just Google “Fly America Act” if you are interested.