

**FACULTY REQUEST FOR RAC TRAVEL FUNDS**

Attach Additional Pages as Needed

NAME: \_\_\_\_\_

Meeting Name: \_\_\_\_\_

Dates of Meeting: \_\_\_\_\_

Meeting Website: \_\_\_\_\_

Significance of Travel:

\_\_\_\_\_

<b>BUDGET :</b>	
AIRFARE	
MILEAGE	
TAXI/SHUTTLE	
LODGING	
MEALS	
REGISTRATION	
ABSTRACT FEE	
OTHER	
TOTAL	\$ -

<b>FUNDING SOURCES:</b> TYPICALLY RAC DOES NOT PROVIDE MORE THAN ONE-THIRD OR \$500 FOR DOMESTIC TRAVEL	
RAC	(requested amount)
DEPARTMENT	(approved or requested?)
OTHER	(identify)
TOTAL	\$ -

COMMENTS/ADDITIONAL INFORMATION:

\_\_\_\_\_

DEPARTMENT HEAD APPROVAL: \_\_\_\_\_ DATE: \_\_\_\_\_