

Application for Travel Expenses Chancellor's Fund Travel Grant

Faculty Applicant Information

Name: _____ Department: _____

Select a Travel Grant

Travel Information

1. Destination: _____
2. Travel Dates: _____
3. Conference Name: _____

Budget Information

4. Airfare: _____
Airfare will be limited to no more than \$500.00
5. Conference Fee: _____
6. Hotel: _____
Hotel expenses limited by UC Policy BFB-G-28, Appendix B
7. Total Budget: _____

Accounting Information

To process your award we will need (1) your Department ID and (2) a pre-existing project ID associated with you, the faculty member. Department staff should be available to help you obtain that information. Your award will be linked with UCSF Fund 5000.

8. Department ID: _____
9. Pre-existing project ID: _____

Applicant's Signature Date Title of Applicant (Must be salaried at 50% or greater)

Department Chair's Signature Date

Submit the completed form with supporting documents [here](#), select the Chancellor's Fund link to access the application. For questions, contact Kenneth Laslavic (kenneth.laslavic@ucsf.edu) in the Academic Senate.