



ALASKA

K12 Outreach Office  
 College of Natural Sciences and Mathematics  
 University of Alaska Fairbanks  
 PO Box 755400  
 Fairbanks, AK 99775  
 Ph. 907-450-8409

### Travel Assistance Application Form

Submit completed form to: [uaf-edrisingak@alaska.edu](mailto:uaf-edrisingak@alaska.edu)

EdRising Alaska has a limited number of travel reimbursements of up to \$400/person to help participants attend the 2019 Educators Rising Alaska State Leadership Conference in Juneau, AK on March 7-9, 2019. Please fill out the form completely, including the participant list on next page. Your application will be reviewed along with your conference registration starting December 1, 2018. Assistance will be awarded on a first come first served basis until funds are depleted. To be eligible for travel assistance, participants must be 1) registered and enrolled in a competition, and 2) have a student application on file.

District: \_\_\_\_\_  
 Requester Name: \_\_\_\_\_  
 Phone #: \_\_\_\_\_  
 Email: \_\_\_\_\_

Reimbursement to go to Finance Office:  
 Finance Contact Name: \_\_\_\_\_  
 Finance Contact Email: \_\_\_\_\_  
 Address: \_\_\_\_\_

Number of students: \_\_\_\_\_ Number of chaperones and Teacher Leaders: \_\_\_\_\_

Estimate of Travel Needs				
Category	Description	Cost	Qty	Total Request
Airfare	Roundtrip airfare with discount codes (up to \$400/person)			
Lodging Rooms	Enter # of rooms requested in Qty. (see pg. 2 for details)	*Provided upon approval.		
Ground Transport	*Bus provided to/from hotel and events (airport transportation not provided)			
Meals	*Two lunches provided			
TOTAL:				

\*Lodging, bus transport, and some meals will be provided at no cost to participants.

Airfare discount codes	Lodging	Registration
Ravn Alaska: TBA Alaska Airlines: TBA	Location: TBA List Room assignments on pg. 2	\$29/person <a href="http://educatorsrisingalaska.org">http://educatorsrisingalaska.org</a>



**Participant and Rooming List**

**for District:** \_\_\_\_\_

2 queen beds per room can accommodate up to 4 participants. Single occupancy rooms will not be paid for by EdRising.

Please indicate adults with -CHAPERONE e.g. JOHN SMITH-CHAPERONE

<b>Room 1.</b>	<b>Room 2.</b>
<b>Room 3.</b>	<b>Room 4.</b>
<b>Room 5.</b>	<b>Room 6.</b>

**Chaperone info:**

(Completed UAF HR background check required for all adults.)

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Name: \_\_\_\_\_ Email: \_\_\_\_\_

(make copies of form as needed)

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