

**MATCHING FUNDS FOR TRAVEL AWARD**

I, \_\_\_\_\_, have received a \$ \_\_\_\_\_ travel award from the Department of Chemistry. *Advisors are required to contribute 1/3, typically a maximum of \$250.00.* Matching funds for this trip have been provided as a condition of the award, by my advisor:

\_\_\_\_\_.

The attached travel expense report (TER) that I filled out details the travel expenses. I indicated the total amount of matching funds on the bottom of the TER form.

The total amount of matching funds was \$\_\_\_\_\_.

The account used to pay for the matching funds is the following:

Project number: \_\_\_\_\_ Fund code: \_\_\_\_\_

Initiative: \_\_\_\_\_

I agree to pay the matching funds described above using the account number described above,

Faculty Advisor signature: \_\_\_\_\_ Date: \_\_\_\_\_