

Faculty Dependent Care Travel Initiative Application

Submission deadline: September 15, 2018

Name: _____

Position: _____

School: _____

CWID: _____ Daytime Phone: _____

Campus Address: _____

Email Address: _____

Purpose of Travel:

Description of Event:

Dates: _____

Location: _____

Role in the event (presentation, panel organizer, panelist, attendee, committee member, etc.):

(You will be asked to submit documentation of your participation in this event/meeting/research experience/conference/workshop when you submit your travel verification form. For example, a copy of your conference registration, minutes of a committee meeting, the conference program with your name and professional obligation, etc.)

Dependent Information:

Name: _____

Age: _____ Relationship to applicant: _____

Name: _____

Age: _____ Relationship to applicant: _____

Return completed application to Jennifer Bases, Research and Communication Coordinator
Thornton Administrative Center 336
jennifer.bases@pepperdine.edu
310-506-4819

Name: _____

Age: _____ Relationship to applicant: _____

Name: _____

Age: _____ Relationship to applicant: _____

Reason for requesting dependent care travel support:

Examples: nursing child, single parent, spouse/partner has work obligations and is unable to care for dependent (please provide spouse/partner name and work obligations or circumstances preventing them for caring for dependent), dual parents attending same conference.

Description of dependent care expenses to be covered by the travel fund grant:

Eligible expenses include the additional dependent care costs incurred while you are away at a conference or research event, the travel and accommodations for a dependent or caregiver to attend a conference with you, additional dependent care costs incurred at a conference such as babysitting during the conference, etc. Please give an itemized budget and a brief justification describing the necessity of each additional dependent care cost. Please attach this as a separate sheet of paper.