



CHEMICAL ENGINEERING
UC SANTA BARBARA

Travel Reimbursement Justification

This form is to be submitted with the travel reimbursement request if the funding source requesting to be use did not previously have travel specifically budgeted

Date: _____	Grant Name: _____
Name: _____	Fund Acct#: _____
Email: _____	Faculty Name: _____
Phone: _____	Faculty Approval: _____ <small>Signature or email approval if needed</small>

Justification for travel not in the approved budget, describe how this travel benefits the project

I attest that all proposed costs referenced are reasonable, allowable and allocable to this particular project in accordance with the award terms and conditions.

Please attach this form, signed by the professor, to your travel reimbursement worksheet.