



Rasmuson Foundation Travel Scholarship Final Report

Purpose: This stipend is sponsored by the Rasmuson Foundation and will cover up to 75% of the total actual airfare or vehicle mileage expense and lodging costs or \$400, whichever is less, reimbursable after submission of receipts. You must submit your travel receipts to Alaska State Council on the Arts, 161 Klevin Street, Suite 102, Anchorage, AK 99508-1506 by mail or by email to gina.brown@alaska.gov. If you email this form with receipts, be sure the scanned receipts are legible and all attachments are labeled with your name. The funds are only applicable to travel to and from the *Latitude: 2014 Alaska Arts Convergence* in Anchorage on May 1-3.

If awarded a travel scholarship, submit all travel receipts, mileage calculator report, or boarding passes no later than May 12, 2014 (post-marked), in addition to this report. Keep your receipts! Late or incomplete submissions will **not** be reimbursed.

Required Information:	
First Name	
Last Name	
Complete Mailing Address	
Phone	
Email	

ACTUAL TRAVEL EXPENSES (Traveler to complete. Receipts must be attached):			
Airfare Expense	Or Vehicle Mileage Expense*	Lodging Expense	TOTAL EXPENSES
\$	\$	\$	\$

**Submit a "Mileage Calculator" report if claiming Vehicle Mileage expense. You may go to www.randmncally.com to create one. Eligible mileage should be multiplied by \$0.56 to determine the vehicle mileage expense.*

ASCA ACCOUNTING SECTION ONLY:				
Airfare Expense	Or Vehicle Mileage Expense (round trip miles, multiplied with \$0.56 per mile)	Lodging Expense	TOTAL EXPENSES	75% of Total Actual Travel Expenses or \$400 whichever is less
Date Paid	Check #	Amount Paid	Remarks	
		\$		