

Reimbursement for Travel to Visit Program Officer

Application & Instructions

The OSPR will provide funding as follows (**subject to the availability of funds**):

- The OSPR will reimburse faculty members for the cost of a round-trip visit to an agency located in Washington, D.C. for the purpose of meeting with a program officer.

Please complete the application below detailing the program officer's name, agency, and grant program you intend to discuss (if applicable) and submit to ospr@towson.edu. Questions can be directed to OSPR at 410-704-2236 or ospr@towson.edu.

APPLICATION FOR REIMBURSEMENT OF TRAVEL COSTS

Applicant Name:

Department:

Agency:

Program Officer (PO):

Grant Program (if applicable):

Travel Date(s):

Estimated Travel Cost:

If your proposed travel costs are approved, someone from our office will contact you to begin the Tiger Travel process.