

<b>Traveler's Name</b> (Must match the ID you will use) Elizabeth Heitman		Faculty <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<b>Date Submitted</b> 10/18/2017			
<b>Dates of Travel</b>							
Start Date	11/03/2017	Start Time	5:00 PM	Total Hours / Days			
End Date	11/04/2017	End Time	5:00 PM	1 day			
<b>Vacation Days Taken</b>							
Start Date		Start Time		Total Hours / Days			
End Date		End Time					
<b>Destination 1 of 2</b> (use separate sheet for each additional destination)							
<b>City:</b> Baltimore		<b>State/Country:</b> Maryland					
<b>Business Travel Purpose</b>							
<input checked="" type="checkbox"/> Conference: Name of conference: Gates Foundation Conference - Talking About Gene Drive							
Presenting: <input type="checkbox"/> No Title of Presentation:							
<input type="checkbox"/> Invited Speaker/Visiting Professor: Name of company/university:							
<input type="checkbox"/> Honorarium Amount: \$ 0							
<input checked="" type="checkbox"/> Host Paid: Host Name: Island Conservation/North Carolina State University GBIRD project							
Expenses host is paying: airfare, lodging, some meals							
<input type="checkbox"/> Scientific Committee/Review Board: Name:							
<input checked="" type="checkbox"/> Research/Training Related: how to talk to the public about genetically modified mosquitoes & gene drives							
<input type="checkbox"/> Other: Explain: Directly related to planned project on grant with Texas A & M and GBIRD Ethics Committee							
<b>Benefit to UTSW or Grant Funding:</b>							
To share UT Southwestern research and scholarship in the advancement of education and best practices in practical and professional ethics with other scholars and established researchers							
<b>Approximate Cost:</b>							
Air Fare, Taxi, Shuttle, Rental	Meals	Lodging	Registration	Incidentals	Total	Host Paid	Self Paid
\$ 200	\$ 50	\$ 175	\$ 0	\$ 25	\$ 450	\$ 500	\$ 50
<b>Traveler's Signature</b>							
I certify that the information provided by me in this document is, to the best of my knowledge, true and correct.							
Signature _____			Date _____				
<b>Reports To Signature</b>							
Signature _____			Date _____				
Print Name _____							
Chair Approval for Non-Faculty and/or International Travel _____			Date _____				

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End Date	11/04/2017	End Time	5:00 PM	1 day			
<b>Vacation Days Taken</b>							
Start Date		Start Time		Total Hours / Days			
End Date		End Time					
<b>Destination 1 of 2</b> (use separate sheet for each additional destination)							
<b>City:</b> Baltimore		<b>State/Country:</b> Maryland					
<b>Business Travel Purpose</b>							
<input checked="" type="checkbox"/> Conference: Name of conference: Gates Foundation Conference							
Presenting: <input type="checkbox"/> No Title of Presentation:							
<input type="checkbox"/> Invited Speaker/Visiting Professor: Name of company/university:							
<input type="checkbox"/> Honorarium Amount: \$ 0							
<input checked="" type="checkbox"/> Host Paid: Host Name: Gates Foundation/Texas A&M							
Expenses host is paying: meals, lodging, some meals							
<input type="checkbox"/> Scientific Committee/Review Board: Name:							
<input checked="" type="checkbox"/> Research/Training Related: how to talk to the public about genetically modified mosquitoes & gene drives							
<input type="checkbox"/> Other: Explain: Directly related to planned project on grant with Texas A & M							
<b>Benefit to UTSW or Grant Funding:</b>							
To share UT Southwestern research and scholarship in the advancement of education and best practices in practical and professional ethics with other scholars and established researchers							
<b>Approximate Cost:</b>							
Air Fare, Taxi, Shuttle, Rental	Meals	Lodging	Registration	Incidentals	Total	Host Paid	Self Paid
\$ 50	\$ 50	\$ 175	\$ 0	\$ 25	\$ 300	\$ 225	\$ 75
<b>Traveler's Signature</b>							
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Signature _____				Date _____			
<b>Reports To Signature</b>							
Signature _____				Date _____			
Print Name _____				Chair Approval for Non-Faculty and/or International Travel _____			
				Date _____			

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<b>Dates of Travel</b>							
Start Date	11/04/2017	Start Time	5:00 PM	Total Hours / Days 1 1/2 days			
End Date	11/05/2017	End Time	11:00 PM				
<b>Vacation Days Taken</b>							
Start Date		Start Time		Total Hours / Days			
End Date		End Time					
<b>Destination 1 of 2</b> (use separate sheet for each additional destination)							
<b>City:</b> Washington	<b>State/Country:</b> District of Columbia						
<b>Business Travel Purpose</b>							
<input type="checkbox"/> Conference: Name of conference: 3rd Annual Mtg Genetic Biocontrol of Invasive Rodents partnership (GBIRd)							
Presenting: <input type="checkbox"/> Title of Presentation: Overview of GBIRd's pending External Ethics Advisory Committee							
<input type="checkbox"/> Invited Speaker/Visiting Professor: Name of company/university: <input type="text"/>							
<input type="checkbox"/> Honorarium Amount: \$ <input type="text" value="0"/>							
<input checked="" type="checkbox"/> Host Paid: Host Name: Island Conservation/North Carolina State University/GBIRd							
Expenses host is paying: airfare, hotel, ground transportation, some meals							
<input type="checkbox"/> Scientific Committee/Review Board: Name: <input type="text"/>							
<input checked="" type="checkbox"/> Research/Training Related: Chairs external ethics advisory committee; mtg to discuss its role & potential funding							
<input type="checkbox"/> Other: Explain: <input type="text"/>							
<b>Benefit to UTSW or Grant Funding:</b>							
To share UT Southwestern research and scholarship in the advancement of education and best practices in practical and professional ethics with other scholars and established researchers							
<b>Approximate Cost:</b>							
Air Fare, Taxi, Shuttle, Rental	Meals	Lodging	Registration	Incidentals	Total	Host Paid	Self Paid
\$ 300	\$ 50	\$ 175	\$ 0	\$ 25	\$ 525	\$	\$ 25
<b>Traveler's Signature</b>							
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Signature _____				Date _____			
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Print Name _____							
Chair Approval for Non-Faculty and/or International Travel _____				Date _____			

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<b>Vacation Days Taken</b>							
Start Date		Start Time		Total Hours / Days			
End Date		End Time					
<b>Destination 1 of 2</b> (use separate sheet for each additional destination)							
<b>City:</b> Washington		<b>State/Country:</b> District of Columbia					
<b>Business Travel Purpose</b>							
<input type="checkbox"/> Conference: Name of conference: _____							
Presenting: _____ Title of Presentation: _____							
<input type="checkbox"/> Invited Speaker/Visiting Professor: Name of company/university: _____							
<input type="checkbox"/> Honorarium Amount: \$ 0							
<input checked="" type="checkbox"/> Host Paid: Host Name: North Carolina State University							
Expenses host is paying: airfare, hotel, ground transportation, some meals							
<input type="checkbox"/> Scientific Committee/Review Board: Name: _____							
<input checked="" type="checkbox"/> Research/Training Related: Chairs external ethics advisory committee; mtg to discuss its role & potential funding							
<input type="checkbox"/> Other: Explain: _____							
<b>Benefit to UTSW or Grant Funding:</b>							
To share UT Southwestern research and scholarship in the advancement of education and best practices in practical and professional ethics with other scholars and established researchers							
<b>Approximate Cost:</b>							
Air Fare, Taxi, Shuttle, Rental	Meals	Lodging	Registration	Incidentals	Total	Host Paid	Self Paid
\$ 450	\$ 50	\$ 175	\$ 0	\$ 25	\$ 700	\$ 675	\$ 25
<b>Traveler's Signature</b>							
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<b>Reports To Signature</b>							
Signature _____				Date _____			
Print Name _____				Date _____			
Chair Approval for Non-Faculty and/or International Travel _____				Date _____			