



**COALITION to STOP
VIOLENCE AGAINST
NATIVE WOMEN**

4600 Montgomery Blvd NE, B202
Albuquerque, NM 87109
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www.csvanw.org

Travel Scholarship Request Form

Use this form to request a CSVANW travel scholarship. Approval of a travel scholarship is contingent upon available grant funds and fulfills the guidelines for travel by our funders. Please submit out of state travel requests at least 4 weeks in advance, and in-state travel requests at least 2 weeks in advance, to ensure timely review and processing.

TRAVELER NAME: _____

MEMBER ORGANIZATION: _____

DATES OF TRAVEL: _____

DESTINATION: _____

**JUSTIFICATION AND PROPOSED
OUTCOME FOR REQUEST:** _____

(*attach separate sheet
If necessary) _____

ATTACH CONFERENCE AGENDA AND/OR CONFERENCE DETAILS

Date	Description (i.e Registration, Lodging, Airfare, Mileage, Per Diem, etc)	Payment Method	Amount
		TOTAL	

Approvals: I certify that the above information is true and correct, and that travel conducted are in accordance with my organization’s travel policies and have been approved in advance by any and all appropriate entities, like my immediate supervisor and/or organization.

Requestor Signature: _____ **Date:** _____

CSVANW Executive Director: _____ **Date:** _____

INTERNAL:

Received: _____	Reviewed: _____
Current Member: _____	Paid: _____