



Faculty Dependent Care Travel Fund

VERIFICATION FORM

Name: _____

Date: _____ Net ID: _____

Payment will be made after all travel is completed. This form, the application, and all receipts/ documentation must be submitted within two weeks of the end of travel. If you have already submitted an application for pre-approval, no need to send one again.

The Travel Care Fund Verification Form, the application, and all receipts/documentation for travel before and up to June 30, 2021 must be submitted by July 15, 2021 to be eligible for funds from the 2020-2021 fiscal year. Failure to submit by the July 15, 2021 deadline will result in expenses being applied to the 2021-2022 fiscal year and will count towards the recipient's \$1000.00 cap for the 2021-2022 fiscal year. If travel is not completed and documentation cannot be submitted by the July 15, 2021 deadline, expenses will be applied to the 2021-2022 fiscal year.

List your receipts for payment of services and staple the receipts to this form:

Expense Information			
Date of service	Paid to	Service rendered	Amount (\$)
Subtotal of Expenses			
*25% of Subtotal			
Total Amount			

The Faculty Dependent Care Travel Fund is a taxable payment. If your application is approved, Cornell will add an additional 25% of the final expenses when the payment is issued to help defray the tax burden. Note: Only the subtotal amount will be deducted from your annual grant allotment.

I certify that I have attached all relevant documentation required under Cornell's Faculty Dependent Care Travel Fund program. I understand that incomplete or inaccurate information may adversely affect my eligibility under this program up to and including repayment of any funds awarded.

Signature: _____

Date: _____

Submit verification form and receipts/documentation electronically to:
Diane Bradac, sdb39@cornell.edu
607-255-1917