

THE ALASKA COMPREHENSIVE FORENSIC TRAINING ACADEMY



Alaska's Council on Domestic Violence & Sexual Assault



UAA College of Health
UNIVERSITY of ALASKA ANCHORAGE

Travel Scholarship Application

The Alaska Comprehensive Forensic Training Academy (ACFTA) is designed for nurses and health care professionals who seek to increase their ability to provide evidence-based and trauma-informed care to individuals and communities who have experienced violence. The two-part training includes both on-line training and 24 hours of in-person training on the UAA campus in Anchorage. Part I, the online training must be completed prior to attending Part II, the in-person training. If you are registered for the ACFTA and live more than 50-miles outside of Anchorage, you are eligible for a full or partial travel scholarship. Scholarship funding is limited; we will do our best to meet the needs of each traveler, but may not be able to fund all travel and related expenses for each traveler.

Traveler's Name: _____

Affiliation\Organization: _____

Traveler's Address: _____

City\Town: _____ State: _____ Zip Code: _____

Community traveler will be departing from (if different from above): _____

Community traveler will be returning to (if different from above): _____

Traveler's Email address: _____

Traveler's Contact Phone: _____

Please provide the dates you are registered to attend the in-person ACFTA training:

From: _____ To: _____

I request the following travel assistance. Please check all boxes that apply:

Air fare (minimum cost itinerary per state travel regulations)

Hotel (based on allowable state travel limits)

Per diem (based on allowable state limits for meals and incidentals)

Mileage (based on 0.58¢ per mile, or whatever the state's current rate is at the time of travel)

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Each scholarship recipient will be responsible for making their own reservations and paying all costs up front—CDVSA will reimburse each person, based on the state's own minimum itinerary calculation completed and provided to you once your scholarship application has been accepted. In addition, copies of receipts must accompany your reimbursement request except for food—per diem is paid at a flat rate of \$45 per day for each travel day and \$60 a day for other days. For mileage, beginning and ending odometer readings will be required, minus any personal travel during your time in Anchorage.

Please complete this application and submit via email to CDVSA.grants@alaska.gov. Once your application for assistance has been reviewed and approved, you will be contacted by Angela Wells, Administrative Assistant II. Ms. Wells will prepare a minimum itinerary showing the maximum amount we will reimburse for your scholarship, based on state travel regulations, rates and limits. Ms. Wells will also provide a reimbursement form and instructions for signing and completing the process.

The traveler is responsible for providing all receipts to CDVSA prior to receiving reimbursement for travel. Reimbursement will occur no later than 30-days following your submission of all receipts to accompany your signed reimbursement form.

Upon receiving travel scholarship approval, I agree to fully participate in the 3-day in-person portion of the ACFTA.

Traveler's Name: _____

Date of Request: _____

We look forward to providing as many travel scholarships as possible and will work with each applicant to make the process streamlined and efficient. Thank you.

CDVSA Use Only:

CDVSA Approval Signature

Approval Date