

AAPT/PTRA MINI GRANT REIMBURSEMENT FORM

AAPT Section¹: _____

Location and Date of Section Workshop: _____

Name(s) of AAPT/PTRA Workshop Leader(s): _____

Approved Mini-Grant Budget Total: _____

Name & Signature of Individual Submitting: _____

(Date Signed)

This form is used to list expenses associated with AAPT Mini Grant. Please complete the table below, attach appropriate receipts, and mail to Janet Lane, AAPT, One Physics Ellipse, College Park, MD 20740-3845.

Workshop leader's honorarium and miscellaneous expenses should be reported on AAPT/PTRA SECTION MINI-GRANT DOCUMENTATION FORM D. Any workshop leader's travel expenses should be reported AAPT Travel Expense Voucher.

Type of Expense ²	Amount of Reimbursement Request
TOTAL REIMBURSEMENT REQUEST =	

¹ Unless otherwise requested, a reimbursement check will be made out to the AAPT section and mail to section treasure as on file at AAPT.

² For example, AAPT/PTRA Teacher Resource Guide, Materials for Make, Take & Do, Equipment for participants.