

SF BUILD
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SF BUILD Travel Reimbursement Agreement 2018

As a SF BUILD scholar, you have the opportunity to conduct research at SFSU or various UCSF campuses. Conducting research at UCSF may require time for travel and incur transportation expenses. There are various ways in which you can avoid travel costs using resources available to you. Your SF BUILD appointment comes with UCSF privileges, including the use of free UCSF shuttles. As a SFSU student, your OneCard/Gator Pass includes transit benefits such as:

- Unlimited rides on SF Muni trains and buses (excluding cable cars and other transit agencies such as SamTrans, AC Transit, etc.)

Additionally, up to \$1,000 of your allotted research supplies funds may be used to offset transportation costs if permitted by your Principal Investigator.

By signing below, I acknowledge that I have read and agreed to all the following statements regarding the UCSF's travel reimbursement policy:

If my research laboratory placement is at UCSF:

- I understand that \$1,000 out of my allotted annual research supplies fund of \$3,000 can be used to facilitate my commute via public transportation (e.g. uberPOOL and/or Lyft line or similar service) to my lab placement at UCSF.
- I understand that SF BUILD will not cover parking.
- I understand that I need the consent of the Principal Investigator in my research lab to use \$1000 of research supply funds according to this travel policy.
- I understand that after I reach the \$1,000 annual transportation limit, I will continue to fulfill my research expectations of devoting 15 hours/week during Fall and Spring and 40 hours/week during the summer and academic intermissions to my research/lab.
- I understand that the transportation expenses will need to come out of pocket, for which I will be reimbursed by submitting my receipts at the beginning of every month via email to the SF BUILD Program Coordinators at UCSF.

SF BUILD SCHOLAR

Printed Name

SFSU ID:

Signature

Date

PRINCIPAL INVESTIGATOR

Printed Name

Date

Signature