

### **On Research/Study Leave? Read this! (Travel and Expense Funds – Article 27)**

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You may not have known, but if you're on a Research/Study leave you have access to an additional Travel and Expenses Fund.

In addition to your Faculty's pooled travel and expense fund, as well as your personal travel and expense fund, if you're on a full RSL during the 2018-2019 academic year you have access to up to an additional \$2,129. These funds are to support expenses and activities incurred as part of your research/study activities and include travel, the purchase of literature and equipment, and services in support of your scholarly work.

On a half RSL rather than a full one? This same additional fund is available to you, just in pro-rated amounts.

Wondering how to apply? Each unit organizes itself a little differently, so speak to your unit's administrative assistant for information on the best way to get reimbursements.

*Eligible expenses, as described in Article 27:*

27.1 The University shall provide funds for the purpose of subsidizing the:

- (a) travel of Members for attending meetings of academic or professional groups or for pursuing research and scholarly work which forms a part of university duties; or
- (b) purchase of books, journals and other published works and items of equipment to be used in the performance of their academic duties; and/or
- (c) purchase of services to be used in the performance of their academic duties or in support of the research and scholarly work which forms a part of their university duties.

Questions? Check out article 27 of the CA ("[Travel Funds and Expenses](#)") or contact the office: FAUM@UMFA.ca or 204-474-8272.