

Dependent and Elder Care Professional Travel Grant (DECPTG) Program
(<https://www.northwestern.edu/provost/faculty-resources/career-development-leadership/Prof-Travel-Grants/dependent-care-travel-grant.html>)

Northwestern University offers all full-time faculty (permanent status, excluding research faculty) a taxable grant for qualified short-

	2) Attach receipts for services listed.	1) At least 30 days prior to the intended travel, submit the Dependent and Elder Care Professional Travel Grant in Advance Form to the Office of the Provost. 2) Within 14 days of your travel return, submit your receipts with the completed Dependent and Elder Care Professional Travel Grant in Advance Verification Form .
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To submit	Submit form and receipts within 14 days of return to the Faculty Records Office (facultyrecords@northwestern.edu)	Submit form and receipts to the Faculty Records Office (facultyrecords@northwestern.edu)
Payment	Reimbursements will be paid by no later than the second pay period after submission.	Grants in advance will be paid through the regular payroll system and considered taxable income by the Internal Revenue Service (see <i>Grant</i>