

# THE WEXNER FOUNDATION

## THE WEXNER DAVIDSON FELLOWSHIP

### PROFESSIONAL DEVELOPMENT COST PARAMETERS

Expense Category	Details/Notes	Cost Range
<b>Flights</b>	Round-Trip, Economy airfare to a destination <i>Book in advance, choose a flight that allows you to bring a carry on and choose your own seat.</i>	\$200-800
<b>Hotels</b>	Accommodations per night. <i>Basic room- 1 King or 2 Queen typically. No Suites, Consider the proximity to venue</i>	\$100-250
<b>Meal Per Diem</b>	Daily Allowance for Meals, when traveling during mealtime. <i>Breakfast: \$5, Lunch \$10, Dinner \$15</i>	\$5-15
<b>Ground Transportation</b>	Taxi's, Rideshares or public transportation <i>Consider when in larger areas, Amtrak or local transit, i.e., NJ Transit in New Jersey or Septa in Philadelphia</i>	\$20-50 per ride
<b>Mileage</b>	Reimbursement for personal vehicle use <i>You are responsible for your own gas, tolls, and other travel expenses. We do not provide any mileage on rental vehicles.</i>	\$.58 per Mile
<b>Rental Car</b>	Reimbursement for pre-approved rental vehicle <i>You must keep all gas receipts for reimbursement. We do not pay any additional insurance. You are responsible for Tolls and any other related fees</i>	\$30-60 per day
<b>Incidentals</b>	Tips <i>Housekeeping for hotel room: \$5/day Meal tipping: 18-20%</i>	\$5-30 per day
<b>Internet Access</b>	Wi-Fi costs at hotels, venues or flights <i>When Wi-Fi is not provided and you need access, you can upgrade your service</i>	\$10-20 per day
<b>Conference and Registration</b>	Approved by Jess Reback in advance, fees for attending workshops/conferences and sessions. <i>Jess Reback will work with you to review what is approved for PD spending for this area</i>	TBD