



January 24, 2020

Portia Leigh
832 Lacey St SE,
Lacey, WA 98503

ID: A00375239

Dear Portia,

Congratulations! It is my pleasure to inform you that your application for financial support through the MES Thesis Research Fund has been approved. You have been awarded **up to \$288** toward research costs for your MES Thesis, tentatively titled: Culvert Inventory Strategies for Fish Passage in Intertidal Streams

You will need original receipts to be reimbursed for your expenses. Mileage driven in a personal vehicle will be reimbursed at the current Washington State rate of \$.0575 per mile. **To receive reimbursement for travel expenses, a Travel Authority form *must* be submitted in advance of your trips.** If you have already completed travel for your research, please contact Andrea Martin.

Andrea or Trudy Rubick in the MES Program can help you with the appropriate travel and reimbursement paperwork. Please remember that you will not be reimbursed until you produce receipts. If you do not spend the full amount awarded, you forfeit any unspent funds.

If you have any questions, please reach out to me, or to Andrea at martina@evergreen.edu or 360-867-6225.

Sincerely,

Kevin Francis
MES Program Director
360-867-5831
francisk@evergreen.edu