

Request for Assoc Dean for Research Travel Augmentation Funds

Policy: The Associate Dean for Research and Graduate Studies has a small budget to support faculty travel to potential program sponsors for discussion of future funding opportunities. The amount provided cannot exceed \$500, and must be used for the promotion of new funding only; i.e., not for discussion of an existing grant. Only tenured/tenure-track faculty are eligible. Faculty must make their own travel arrangements, and all the usual travel policies and procedures should be followed. After travel is completed, the recipient should submit a short trip report, including an assessment of the benefit of the trip.

Name: _____

Department: _____

Dates of Travel: _____

Destination (City, State): _____

Destination (Agencies): _____

Program Officers to be Visited
(with office affiliations): _____

Provide a one-paragraph narrative of the programs or topics to be discussed:

Approval signatures:

Date:

Associate Dean for Research and Graduate Studies

Date:

Department Chair