

# College of Arts and Sciences Travel Grant Program

For Travel August 1, 2012 through July 31, 2013

Funding Available: **Only one (1) trip request per person** -- Up to a total of \$1,000 with the first 50% (up to \$500) of the approved request paid by department funds and the second 50% (up to \$500) of the approved request paid by the College. **Forms submitted with more than one trip requested will not be considered. Form must be submitted to your department office for ranking and signature of chair.**

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Faculty Name: \_\_\_\_\_

Department: \_\_\_\_\_

Name of Conference: \_\_\_\_\_

Location and Date  
of Conference: \_\_\_\_\_

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Description of Role in the Conference and Benefit of Attending:

Estimated Cost and Description of Costs:

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**COMPLETED FORM DUE TO RUTHANN IN DEAN'S OFFICE BY AUGUST 31, 2012.**

Departmental Evaluation and Ranking:

Chair Signature: \_\_\_\_\_ Date: \_\_\_\_\_