

## FUNDS FOR TRAVEL TO DO RESEARCH

Name \_\_\_\_\_ Department \_\_\_\_\_

Amount Requested \$ \_\_\_\_\_ Extension \_\_\_\_\_

1. Describe your project. Include likelihood of completion, significance for your field, and existing support of the project, as publisher's contract or external funding. Additional pages may be attached.

2. Give reasons for the need for this travel in relation to the project (e.g., unique nature of documents at a particular archive or instrument at a particular institution.

3. Explain appropriateness of the travel at this time. Ordinarily, funding in this category is not available for trips taken when the faculty member has a scheduled class.

4. Attach originals of transportation costs. 50% of the least expensive transportation to the principal site will be the maximum compensated.

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chair, Committee on the Professional Development  
of the Faculty With Vote

\_\_\_\_\_  
Date

\_\_\_\_\_  
Vice-President for Academic Affairs Approved

\_\_\_\_\_  
Date

\_\_\_\_\_  
Vice-President for Academic Affairs Denied

\_\_\_\_\_  
Date