

Funding Request

Name _____	Date _____
Department _____	Program _____

The Office of Graduate & Extended Learning will review funding requests for recruitment initiatives, new program development, all-University Teaching Assistant program support and other requests that directly benefit graduate students and graduate programs. Since awards will be made using state funds, we operate under certain restrictions. At this time, we are unable to provide funding to support student travel or catering requests for faculty events. If you have specific questions regarding the propriety of your funding request, please call the Graduate & Extended Learning Administrative office.

Section A: (To be completed by Faculty.)

<p>Project Description/Purpose of Funding:</p> <p>Briefly describe your reason for requesting funding from the Graduate & Extended Learning.</p>	<p>Amount Requested: _____</p>

I certify that I understand that funding is contingent upon approval by the Assistant Vice President of the Graduate & Extended Learning and that I must utilize any funding awarded within the specified timeframe.

_____	_____
Requestor's Signature	Date

Section B: (To be completed by Department Chair)

Comments:

___ Strongly Recommend ___ Recommend ___ Other _____

Department Chair's Signature

Date

Section C: (To be completed by Assistant Vice President.)

Request Granted: ___ Amount Awarded: _____ Award Timeframe: _____

Request Denied: ___

Graduate & Extended Learning Assistant Vice President Signature

Date

Cc: Department Chair
file