

**COLLEGE OF FINE ARTS**  
**REQUEST FOR NON-TENURE LINE TRAVEL FUNDING**

DATE: \_\_\_\_\_

SEMESTER REQUESTED

Fall 2025 ☐

\*deadline of 10.17.2025

For priority consideration

Spring 2026 ☐

\*deadline of 1.30.2026

For priority consideration

UNIT: Art ☐

Music ☐

Theatre and Dance ☐

Applicant Name: \_\_\_\_\_

Please review the requirements and information below, before submitting your request. If you have question, please contact Drew Friedman ([alfriedman@bsu.edu](mailto:alfriedman@bsu.edu)).

- The non-tenure line faculty member / professional staff person must be presenting or have been invited to play a significant role in the event.
- This is a one-time annual award for the 2025-2026 academic year.
- The maximum award is \$500.
- Funding is limited, so approval is not guaranteed.

Date(s) of Event: \_\_\_\_\_

Location of Event: \_\_\_\_\_

Details of Event: \_\_\_\_\_

(Attach invitation/acceptance to present and any additional information as necessary)

Full Travel Estimate: \$ \_\_\_\_\_

Requestor Signature: \_\_\_\_\_

Unit Head Signature: \_\_\_\_\_

College Office Signature: \_\_\_\_\_

Approved: ☐ Yes ☐ No

Once application has been completed and signed by applicant and unit head, please email to the interim CFA Associate Dean ([alfriedman@bsu.edu](mailto:alfriedman@bsu.edu)) and the CFA Budget Director ([jlroach@bsu.edu](mailto:jlroach@bsu.edu))