

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

DATE: _____

SEMESTER REQUESTED

Fall 2023

*deadline of 10.20.2023
For priority consideration

Spring 2024

*deadline of 2.02.2024
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 questions, please contact Gayle Kearns (gayle.kearns@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 2023-2024 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 (gayle.kearns@bsu.edu) and the CFA Budget Director (jlroach@bsu.edu)