



## SAAH Faculty Application for Travel Assistance

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

Budget request by major categories:

Transportation: \_\_\_\_\_ Housing: \_\_\_\_\_

Per diem: \_\_\_\_\_ Other: \_\_\_\_\_

**Funds currently available (list account balances) that that can be used for travel, including grants specific to the travel and/or faculty awards, including start-up funding:** \_\_\_\_\_

**International Programs Contribution:** \_\_\_\_\_ (for international travel only)

**Requested amount from SAAH:** \_\_\_\_\_

Please explain **purpose of travel**, destination, travel dates and if for international travel, the contribution from IP.

Note: Travel funds are to be used for presentations or exhibition of research/creative work only. Travel funds are not available for the actual research. *In one to two sentences explain the quality of the venue relative to both the field and your career success*

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DEO signature of approval