



SAAHD 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 SAAHD: _____

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*

DEO signature of approval