

STEPHEN F. AUSTIN STATE UNIVERSITY
COLLEGE OF FINE ARTS
PROFESSIONAL DEVELOPMENT AWARD APPLICATION FORM

**THIS FORM DOES NOT TAKE THE PLACE OF A TRAVEL REQUEST.
IF APPROVED FOR TRAVEL, YOU MUST SUBMIT AN APPROPRIATE TRAVEL
REQUEST THROUGH "BANNER" AT LEAST 2 WEEKS PRIOR TO TRAVEL.**

The travel voucher is still used upon your return.

Name: Junior Faculty (non-tenured, instructor
or assistant professor)
Date of Application:
School:
Projected Date of Activity:
Location:
Title of conference/workshop (if applicable):
Title of presentation/paper/performance (if applicable):

I. ACTIVITY *Check appropriate category and fill in information:*

present or conduct original research, creative activity or performance*
moderate or participate in a panel discussion*
create original research or project
attend workshop
attend conference
other, explained below:

**Attach documentation of project acceptance.*

II. BUDGET

Total Amount Requested \$

At what level (if any) is funding being provided through the host event or institution:
\$

Budget proposals must use state allowances listed on the travel website.

<http://www.sfasu.edu/controller/travel/meallodging.asp>

To be considered for funding, it is required (unless not applicable to your project) that you fill out and attach an SFA travel request form (unsigned):

<http://www.sfasu.edu/controller/travel/forms/>

III. JUSTIFICATION/DESCRIPTION

Attach or type here abstract and/or explanation.

Submit materials to: School Director's office

This application must be received by 5:00 pm on the due date given by each School.

*The Fine Arts Committee must receive prioritized applications from the schools' advisory committees by
October 1, February 1, and April 1.*

Revised 5/12/10