**A. APPLICANT INFORMATION**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Last Name: | Enter text | First Name: | Enter text | Middle Initial: | Enter text |

Email: Enter text Telephone: Enter text

Indicate Rank: [ ]  Professor [ ]  Associate Professor [ ]  Assistant Professor

Department/Center Name: Enter text Campus Address: Enter text

**B. CONFERENCE INFORMATION**

Name of Conference: Enter text

Sponsoring Organization: Enter text

Official Conference Dates: Enter text City: Enter text State: Enter text

**Purpose of Conference Travel** (*check at least one*):

|  |
| --- |
|[ ]  Present research, scholarship, or creative activity *(Attach an abstract of the presentation and official notice of acceptance).*Title of paper(s): Enter text |
|[ ]  Serve as chairperson *(Attach a description of the committee including your responsibilities and an official invitation or documentation of your participation)* |
|[ ]  Participate as panelist *(Attach a description of the panel including your responsibilities and an official invitation or documentation of your participation)* |
|[ ]  Other *(Attach a description of the activity including your responsibilities and official documentation of your participation)* |

**C. FINANCIAL SUPPORT INFORMATION**

Total Estimated Cost of Trip: $ Enter text Amt. Requested from CAS STF: $ Enter text

**Matching Funds** *(Each contribution must be initialed by the individual with authority to commit funds.)*

|  |  |  |  |
| --- | --- | --- | --- |
| Amount | Source | Authorizing Official | Initials |
| $ enterenter text text | College/School Contribution  | Dean |  |
| $ enter text enter text | Department Contribution  | Dept Chair/Head |  |
| $ enter text enter text | External Grant Contribution  | PI |  |
| $ enter text enter text | Other: enter text enter text | Other: enter text text |  |

**D. SIGNATURES**
Applicant \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: enter text

Dept. Chair/Head \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: enter text