

Funding Request Form

Provost’s Special Request Fund 11.11.19

*Please complete and forward this form electronically to your dean, vice president, or advisor (for student groups) who will approve and submit it to* *Kerry Castano* *in the Office of the Provost.*

*Annual due dates for funding requests: October 1, February 1, and April 1. Decisions will be issued on October 15, February 15, and April 15. Once the Provost’s Discretionary Fund has been fully allocated, there will be no further awards that year.*

Date:

Name:

Title:

Home Department/Group:

Date of Activity:

Total Budget:

Amount of Provost’s Discretionary Funding Requested:

Description of proposed activity:

Other sponsors from whom funds have been requested/provided (and amounts):

Please describe the ways in which the proposed activity supports no fewer than **three** of the following criteria:

|  |  |
| --- | --- |
| Supports positive institutional impact  |  |
| Impacts multiple departments/programs/colleges/schools  |  |
| Articulates clear, feasible, and measurable outcomes  |  |
| Furthers leadership and professional development opportunities  |  |
| Enhances institutional reputation  |  |
| Enriches academic or co-curricular activities  |  |
| Supports student success and satisfaction  |  |
| Responds to critical or timely issues/needs at any institutional level  |  |
| Supports innovation and/or entrepreneurship |  |