**Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **AH Grad Travel/Research Funding Support Request**

Funding for Spring Semester 2018 (until 6/30/2018)

**Due to Dr Melissa Hyde by March 14, 2018, mhyde@arts.ufl.edu**

***Poynor Travel and Research Funds for Art History Grads***

Travel to conferences, symposia, and special research opportunities is essential for the professional development of advanced research students. The University also benefits by being represented at such events. Thanks to Dr Robin Poynor, Prof. Emeritus in Art History, the School of Art and Art History this year has funds available to supplement graduate student travel and research when other funding sources are insufficient.

**REMINDER (if your request involves any travel):**  CFA/SA+AH funded travel taken without following the CFA guidelines is considered unauthorized travel and will not be reimbursable.  It is for your own protection that these forms be signed and submitted well in advance of the trip to properly activate insurance coverage and to ensure the travel is justified to the satisfaction of the comptroller for audit purposes. [**www.arts.ufl.edu/businessoffice**](http://www.arts.ufl.edu/businessoffice)

***Applicant Information***

**Email:**

**UFID #:**

**Year in Program:**

**Degree Expected:**

**Qualifying Exam Date (if applicable):**

**Expected Graduation Date:**

**Brief description of proposed travel/ research:**

|  |
| --- |
|  |
|  |

**Benefit of funding towards the enhancement of your research or professional development:**

|  |
| --- |
|  |
|  |

**Estimated dates of research/travel:**

**Any other travel or research funding you have received from the SAAH this year:**

|  |  |
| --- | --- |
| ***List of Estimated Expenses:*** | ***Amount***  O:\Admin Units\SAAH\Art\FORMS\_CHARTS\_TEMPLATES\Travel\Faculty\Travel\_Gatorade\_facultyreqform2012.docx |
| **Travel - Destination:** |  |
| Airfare |  |
| Lodging |  |
| Meals |  |
| Vehicle Rental |  |
| Mileage (private vehicle) |  |
| Conference Registration |  |
| Other |  |
| **Other support:** |  |
|  |  |
| **TOTAL REQUEST**  *Please note: If you receive funding, you are likely be awarded only a portion of your request, as funds are limited*  *If your request changes, you MUST submit an updated request form.* |  |

|  |  |  |
| --- | --- | --- |
| **AH Director of Graduate Studies Signature/Date:** |  | **Amount Approved:** |