

College of Arts & Sciences
Full Year FDF Application for Additional Travel Money
(revised 6/18/2014)

In an attempt to facilitate faculty members' taking a full year leave, the dean may make monies available from a portion of the salary savings resulting from such leaves. Faculty members who wish to apply for these funds should include this request in their FDF application. The following restrictions apply:

1. All such funds will be made available only at the full discretion of the Dean, College of Arts & Sciences.
 2. These funds are only available to faculty members who will be travelling to conduct research as part of their FDF project.
 3. The total amount of funds made available to all FDF recipients will always be less than the total amount of salary savings from full year FDF awards.
 4. There is no obligation to award any funds from the salary savings.
 5. The maximum amount of money that can be awarded to any single FDF recipient is \$5000.
 6. All travel must be arranged for and documented according to university policy as found at the following url: <https://www.unomaha.edu/acctserv/FacultyStaff.php>
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Applicant's Name

Dates of proposed full year FDF

If no additional travel funding were available, would you still accept a full year FDF?

Yes

No

Total amount of funding requested, not to exceed \$5,000

Budget

1. Transportation Costs (indicate mode of travel)

2. Lodging Costs (indicate total and rate)

3. Total amount of funding from other sources (e.g. department travel funds or grants, indicate sources)

4. Total costs (add total costs from Items 1 and 2 and subtract funding in Item 3)

Purpose of Travel

In 250 words or less, please explain how travel is necessary to your project.

Signature of Applicant

Signature of Dean
