SSIS Special Funding Request Form

Name: _____

Department / Program / Center: _____

Event / Special Project

Name of event / project: _____

Funding amount requested: _____

*What will funds be used for?: _____

Matching funds available?: _____

Matching fund amount   Source of matching funds

Assigned Time / Course Buyout

Semester	Year	# of units	Description
Fall	_____	_____	_____
Spring	_____	_____	_____

*Justification: _____

Additional Employment

*Scope of work: _____

Dates of work: _____

Estimated start date   Estimated end date

Compensation amount requested: _____

Approvals

Chair / Director review:

Name: _____ Signature: _____ Date: _____

Dean Approval:

☐ Approved   ☐ Not Approved   ☐ Approved with revisions (noted below)

Revisions: _____

Signature: _____ Date: _____

attach additional documentation, if needed