

**Moore College of Art and Design
Office of the Academic Dean**

Dean's Visibility Grant for Faculty Request

Note: Ranked faculty and adjuncts with 2 FTE are eligible to apply.

To: Dona Lantz, Academic Dean **Date of Request:** _____

From: _____ **Department:** _____

Name of Conference: _____

Date/s of Conference: _____

Location: _____

Registration Fee _____ \$ _____

Transportation _____ \$ _____
Air, train, taxis, etc.

Hotels (if applicable): Cost per night : \$ _____ # nights: _____ = \$ _____

TOTAL AMOUNT REQUESTED \$ _____

Are there funds available from your department? YES NO Amount \$ _____

Please note that if you are indicating use of department funds, you must have signature of the Department Chair before submitting this request.

Chair signature _____