

Macon State College International Study and Travel

Funding Application Form

Please complete all the items on this form and attach the following: sources and amounts of other funding and a letter of support from your Division Chair. Please turn in a hard copy of your materials to Dr. Susan Durr in The Department of Psychology and Sociology. Please also send an e-copy of this form to susan.durr@maconstate.edu

Faculty who receive awards will be expected to share their experiences with the MSC community through special activities, such as workshops, lectures, and/or paper presentations to encourage international awareness at Macon State College during Macon State College's International Week and/or the International Festival during the year following their travel. By completing this form, you are agreeing to these terms.

1. Name: _____
2. Academic Unit: _____
3. Rank or Position Title: _____
4. Telephone: Campus _____ Home: _____
5. Dates/Interval of Proposed Study/Travel: _____
6. Travel Destination and Program _____
7. Have you ever received an IST award in the last five years? _____
8. If so, when and for what amount? _____

On a separate sheet, please answer questions 10-14:

9. Briefly describe your proposed travel/ study program. Attach any descriptive documents, e.g. conference agenda, etc...
10. How will your duties at Macon State be covered during your absence?
11. Please list and briefly describe any previous professional international travel.
12. Describe how your proposed study/travel will contribute to your teaching and/or research and professional development at Macon State College.
13. Funding Request- please use the following table:

EXPENSE	PROGRAM COSTS	AMT. REQUESTED (MAX=\$1000.00)	AMT. AND SOURCE OF FUNDING FROM OTHER SOURCES
1.Airfare			
2.Personal Car			
3.Rental Car			
4.Taxi/ Limo			
5.Public Transportation			
6. Accommodation			
7. Registration			
8. Per diem			
9. Pre-arranged Package costs			
10. Miscellaneous			
Total			

Applicant's Signature

Date