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| **FACULTY SCHOLARSHIP PROPOSAL Valdosta State University****Funding Category A: Instructional Improvement** |
| **Faculty Member** |  | **Date** |  |
| **Title and Department** |  |
| **E-mail address** |  |
| **Description of proposed activity *(Include dates of travel, location, and nature of work to be conducted)*** |  |
| **Outcome of activity *(Provide a detailed rationale as to how these sessions, materials or activities will improve instructional effectiveness. Include specific classroom activities in particular courses and the name and number of the appropriate courses.)*** |  |
| **Provide an explanation or rationale as to why the information or skills offered are not available in print or through internet discussion groups or other means** |  |
| **Provide the expected number of students who will be benefited from this activity** |  |
| **Budget *(Enumerate costs and describe nature of costs to be incurred)*** | **1. Transportation Cost** |  |
| **2. Automobile Rental** |  |
| **3. Registration Fees** |  |
| **4. Hotel** |  |
| **5. Meals** |  |
| **6. Ground Transportation (taxi, etc.)** |  |
| **7. Other (parking, phone, etc.)** |  |
| **Total Cost =** |  |
| **Other financial support** |  |
| **Amount of grant requested *(one-time FY 22-23 award of $1000)*** |  |
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| **Applicant’s Signature *(By signing this application you agree to submit an expense report within 60 days of return from travel)*** |  | **Date** |  |
| **Dept Head Signature** |  | **Date** |  |
| **Dean/Director Signature** |  | **Date** |  |
|  |
| **Submission Instructions** | **Submit via DocuSign routing as follows:****Applicant (for signature)****Department Head (for signature)****Dean (for signature)****Ms. Anita Bosch (as a cc:)** |
| ***Any publicity of the granted activity should mention funding from the Office of Faculty Scholarship*** |