



School/College of \_\_\_\_\_

Fiscal Year: 20\_\_ / 20\_\_

Allocated Funds Available: \_\_\_\_\_

**Use of Professional Development Funds**

\_\_\_\_\_  
Print Faculty Member's Name

\_\_\_\_\_  
Faculty Member's Signature

**Use of Professional Development Funds**

I request the use of Professional Development funds allocated to me for the following amount(s) and purpose:

\$ \_\_\_\_\_ Purpose: \_\_\_\_\_ on \_\_\_\_\_ (date)

\$ \_\_\_\_\_ Purpose: \_\_\_\_\_ on \_\_\_\_\_ (date)

\$ \_\_\_\_\_ Purpose: \_\_\_\_\_ on \_\_\_\_\_ (date)

\$ \_\_\_\_\_ Purpose: \_\_\_\_\_ on \_\_\_\_\_ (date)

\$ \_\_\_\_\_ Purpose: \_\_\_\_\_ on \_\_\_\_\_ (date)

\$ \_\_\_\_\_ Purpose: \_\_\_\_\_ on \_\_\_\_\_ (date)

Approval of all use of funds requests listed above. (If any are being denied, indicate which one and the reason below.)

Dean: (choose one)    Approved    Rejected    Provost: (choose one)    Approved    Rejected

Reason for rejection:

\_\_\_\_\_  
Date: \_\_\_\_\_  
Dean's Signature

\_\_\_\_\_  
Date: \_\_\_\_\_  
Provost's Signature