

Engineering Life Event Fund Application

Name: _____

Title: _____

Department: _____

This Application Package Includes (check all that are included):

- () A cover letter that indicates the reason for leave, that the scholarship will be continued and the funding source;
- () A supporting letter from applicant’s Department Chair; and
- () A recent CV that specifically highlights the applicant’s contributions to scholarship and student mentorship over the past three years

Eligibility

At time of application, applicant is: Tenured/Permanent (check box)
 Tenure-track/Teaching-track (checkbox)
 CLA (checkbox)

Eligible for leave at time of application: (yes) (no)

Anticipated start date of leave: _____

Anticipated end date of leave: _____

Use of Support:

Research to be funded during time of absence is externally funded: (yes) (no)

If yes, funding source is _____ Period of Funding: From (month/year) to (month/year)

Amount Requested	Expense Type	Position	Incumbent Name, if known	Amount Approved
	Salary			
	Benefits			

ENGINEERING

Proposed uses of support:

Please provide details regarding the anticipated research activities to be carried out during your absence and how support will be allocated toward these goals.

I acknowledge that support from the Engineering Life Event Fund will be provided for a maximum period of one year and is renewable for an additional year under exceptional circumstances.

Signature of Applicant

Date

Please submit this form, with your complete application package, to your Department Chair prior to the requested leave.