

Office of Sponsored Programs and Faculty Development

Faculty Development Program

**APPENDIX B: Proposal Cover Sheet Form**

**Project Title:** (40 characters max) \_\_\_\_\_

**Application Date:** (mm/dd/yy) \_\_\_\_\_

**Component**

- Teaching
- Research
- Faculty College
- Off Campus
- Sabbatical
- Individually Planned Program
- Institutional Needs
- Release Time for Grant Writing
- Extramural Matching Grant
- Other \_\_\_\_\_

**Auxiliary Support Budget** (Budgeted items must be explained in proposal narrative. Please enter a zero for any budget items that do not apply to your project.)

Category	Request
Student Help	_____
Lodging (excludes meals)	_____
Consultant (Honorarium Non-UW Employee)	_____
Consultant (UW Employee, see instructions)	_____
Travel/Airfare	_____
Supplies	_____
Minor Equipment	_____
Registration Fee	_____
Car Rental	_____
<b>Total</b>	_____

**Project Period** (Indicate the year next to each semester and place an X under the term(s) within which your project will take place. CAS is only available during Summer I and Summer II)

Summer		Fall			Spring			Summer	
I	II	I	II	III	I	II	III	I	II
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Faculty Participant(s)** (CAS amounts and/or reassigned time duties must be explained in proposal narrative.)

	Participant 1	Participant 2	Participant 3
Name	_____	_____	_____
Department	_____	_____	_____
CAS Requested (in %)	_____	_____	_____
Reassigned Time Requested	_____	_____	_____
Signature/date, Applicant <sup>1</sup>	_____	_____	_____
Signature/date, Dept. Chair	_____	_____	_____
Signature/date, Dean/Unit head	_____	_____	_____

<sup>1</sup>I have read and understand the application procedures and evaluation policies for the component to which I am applying.

I agree to attend a post-evaluation meeting with FDP staff to discuss my application (check one).      yes       no

**For Faculty Development Use**

Project #: \_\_\_\_\_ CAS Awarded: \_\_\_\_\_ Aux. Awarded: \_\_\_\_\_ Reassigned Time: \_\_\_\_\_  
 Project Evaluation Date: (mm/dd/yy) \_\_\_\_\_