

Faculty Fellow Funding Request

Funding for Faculty Fellow events is provided by the Office of the ADRE. All funding applications must be filled out *completely* and returned to the ADRE in Bluff Hall, at least 7 days prior to the event. Funding from the ADRE should be considered a supplement to funds already available through your Community Director. Applications for funding will be responded to via SIUE email address.

**** Faculty Fellows may complete just the shaded boxes**

Staff Information

Your Name: _____

Your Supervisor's Name: _____

Your Supervisor's Signature: _____

Are you working with any other staff members on this event? If so, whom:

Name of Faculty Fellow: _____

*forms are incomplete without supervisor's signature

Event Information

Title of Event: _____

Event Date: _____

Event Time: _____

Event Location: _____

Event Description: _____

Funding Request

Amount Requested: _____

Date Requested: _____

Detail of Purchases: (include every item & cost)

Have you requested funds from your Community Director or Area Council? If so, how much was approved? \$ _____

Departmental Use Only

Funding Approved? Y N

Approval Amount: \$ _____

Date Approved: _____

Copies of Receipts Received? _____