



WHITMAN COLLEGE

MATCHING FUNDS REQUEST FORM

**To be submitted in the early stages of proposal preparation
(at least one month before the due date)**

In order to ensure the College is able to make an informed and fair decision in allocating College funds to faculty grant proposals, please fill out this form to request matching funds. Feel free to work with Rachna to complete this form.

Please answer the questions completely and concisely (attach one additional page if necessary).

Please mail completed form with PI signature to Rachna Sinnott, Development (or e-mail to sinnotr@whitman.edu), who will submit the form to the Provost on your behalf.

The Provost, in consultation with the Committee of Division Chairs, will make a final decision.

Does your grant proposal include a request for (check all that apply):

- Matching funds? _____ (Amount: \$ _____)
- Equipment? _____ (Cost: \$ _____)
- Equipment maintenance? _____ (Yearly cost: \$ _____)
- Renovations? _____ (Cost: \$ _____)
- Course reduction? _____ (# courses: _____)
- Sabbatical extension/
Leave of absence? _____ (# semesters: _____)

- 1) What is your specific request? What research/scholarship will this grant enable?

- 2) What other sources of support are available to provide matching support (e.g., faculty start-up funds, professional development funds, etc.), and how will they be used to defray the total matching amount required?

- 3) How will this grant advance your career at Whitman?

- 4) How will this grant advance the academic mission of the College?

Please attach a budget request detailing how the matching funds will be used.

Signature, PI _____ Date _____

APPROVAL BY PROVOST _____ Date _____