WHITMAN COLLEGE

<div align="right">

**FACULTY REQUEST FOR
ASID FUNDING**

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Name: _____   Date submitted: _____

Department: _____   Location: _____

Meeting or Project Name: _____

Does this trip include international travel with a student? Yes ☐ No ☐ *If yes, please see:*
http://www.whitman.edu/content/ocs/faculty/faculty-led-trips. Whitman College **requires** the faculty-trip leader to have
a cell phone with international capability with them on the trip. If the faculty trip leader's US cell phone does not have
international capabilities, you may rent a phone from Cellular Abroad or another service provider. Please note that trip
leaders should be sure to include the cost of the cell phone in your trip budget.

Please indicate the nature of your funding request by checking one of the below:

☐ A. Professional meeting, workshop or conference.

- Will you be presenting?   Yes ☐   No ☐
  Title of paper to be presented:

- Will you be chairing a session or performing a
  professional leadership role?   Yes ☐   No ☐

  Title of session to be chaired or description of
  role:

- Other role at the meeting (please describe)

☐ B. Scholarly or Research Project:

Describe the project and its significance. Justify the location and duration of the project
and the need for funding.

What scholarly results do you anticipate from this project (publication, performance,
other).

☐ C. Instructional Development Project

Describe the project and in what way it will benefit the learning of students in your
courses.

Please indicate:

1)	Total ASID funding request	**$**
2)	Time frame of this project (has to be between Jan. to June 30)	
3)	Please provide an itemized justification for your budget request:	

Do you have other support for this work? Yes ☐ No ☐ If yes, please explain:

*Maximum allowance for lodging is $2,000; Airfare upgrades and travel insurance are generally not permitted; Daily average maximum food allowance is $75 per day with maximum of $375. Itemized original receipts are required as Whitman College does pay a per diem for meals.

PDA FUNDS ALLOCATION:

The ASID Committee expects you to have used (or designated the use) of your PDA funds before requesting additional funds from ASID. Please describe in **summary** how you have used (or plan to use) your PDA funds. (For example: total of books, total of conference travel). Only list activity occurring prior to or in the same funding period. For this application, please list the activities from July 1st to December 31. You must be complete this section in order for the ASID Committee to consider your request.

Activity	**Date**	**Amount**
		$
		$
		$
		$

In the interest of efforts to promote broader understanding of the importance of scholarship and professional development at Whitman and to secure ongoing funding for PDA/ASID, please list concrete and specific ways that your most recent PDA/ASID work helped to enhance your capacities as a teacher-scholar, impacted student learning, had a public impact, or benefited Whitman's national reputation.

The ASID Committee will ask for a plain language summary of up to 500 words at the completion of your funded work. We encourage you to include this summary in your annual activity report.
Submit this completed form to the Office of the Provost and Dean of the Faculty, c/o Qi Jia, either by e-mail attachment or via Google drop box.