CALS Dean’s Excellence Fund

This request for proposals shall be used in the initial screening process of awarding funds to enhance the student experience. Please complete this form and return to Chelsi Nygaard in room 52A in the Iddings Ag. Science Building or cnygaard@uidaho.edu.

Funds may be used for any of the following reasons: Recruitment events (EX: 4-H Teen Conference or bringing prospective students to campus), undergraduate research, and student travel for professional development, conferences or competitions.

If you are traveling, please make travel arrangements with your major department at least two weeks before departing, otherwise you will be at risk for not receiving reimbursement. Please allow 2-4 weeks for application to be processed.

Name: ___________________________________________ Vandal ID: __________________________

Phone: __________________________ Email: __________________________

Club/Organization/Class: ______________________________________________________________

Amount Requested: _______ Date Needed: _______ Depart Date: _______ Return Date: _______

Are there other sources of funding?
Name of Organization: ___________________________ How much? ______________________

If a reimbursement is needed, what index number will need reimbursed?
Index Number: __________________________________________

Please describe how this money will be used. Examples may include travel expenses, conference registration costs, event implementation, undergraduate research, etc. (please attach if you need more room).

______________________________
Within two weeks of the conclusion of the event or use of these funds, a report shall be submitted to
cals-social@uidaho.edu. The report will include pictures, complete with captions and a brief summary of how the
gfunds were used.

<table>
<thead>
<tr>
<th>APPROVAL - FOR USE BY CALS ADMINISTRATION</th>
<th>AMOUNT APPROVED: $______________</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carly Schoepflin</td>
<td>Date</td>
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<tr>
<td>Director for Communications and Strategic Initiatives</td>
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</tbody>
</table>

| Michael P. Parrella                     | Date                              |
| Dean                                   |                                   |

Return Form to Chelsi Nygaard
Iddings Ag, Science Building, Room 52A

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