

**THE UNIVERSITY OF MICHIGAN SCHOOL OF MUSIC, THEATRE & DANCE  
REQUEST FOR FACULTY ACADEMIC TRAVEL FUNDS**

**Person Requesting Funds:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Campus Address:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

Date(s) of Travel:	Destination:

**Purpose of Travel:**

**Projected Expenses:**

Airfare	Lodging	Ground	Other*	Total
\$	\$	\$	\$	\$

*\*The School of Music does not reimburse for meals during academic travel.*

Other Funding (Rackham, Research Grants, Honoraria, etc.)	Amount
	\$

**Amount Requested:** \$ \_\_\_\_\_

\_\_\_\_\_  
**Signature**

**Amount Approved:** \$ \_\_\_\_\_

**Date:** \_\_\_\_\_

\_\_\_\_\_  
**Christopher Kendall, Dean**