



Teaching Development Fund Application Form

The Teaching Development Fund supports special faculty initiatives to improve an individual's own teaching or teaching generally at AUBG. This fund is intended to support faculty in learning more about teaching and learning practices, not to master additional content in their teaching fields. Funded projects may include participation in teaching conferences or workshops, purchases of teaching-related materials or technology, and special guests who will support University teaching efforts. Proposals for support must be submitted to the Dean of Faculty at least one week before the Dean's Council is next scheduled to meet. Follow-up reports for funded projects are due by June 1 to the Dean of Faculty's Office. To obtain reimbursement under the grant, the faculty member should attach the receipts for the expenditures to the [Purchase Expense Report](#) or [Travel Report](#). Please contact the Assistant to the Dean of Faculty for further information about submitting claims for reimbursement.

DATE OF APPLICATION:

NAME:

AMOUNT REQUESTED (max. USD 800):

PURPOSE:

Office Use Only

Approved by the Dean's Council:	Yes	No	Date:
Expense Report Received:	Yes	No	Date:
Follow-up Report Received:	Yes	No	Date: