



**BUDGET WORKSHEET
For Associate Professor Growth Grants
AY 2024-2025**

Please complete this Budget Worksheet form. **This form needs to be included as part of your complete application packet as one PDF document**, and submitted no later than March 1, 2024 at 3:00PM MST.

Itemized Budget Request

Name:

Course Release Cost:

Course Release Benefits (30.8% of course release cost):

Research/Technical Assistance (Hourly):

Materials, Equipment, Supplies:

Travel

International/Domestic Airfare:
(Please provide quote from CU-approved travel agency)

Ground Transportation:

Lodging (Please attach quote from hotel):

Other Travel Expense (Please specify):

Other Expense (Please specify):

COMPLETE Budget:

Amount Requested for Growth Grant:
(Not to exceed \$12,000)



**DEPARTMENT CHAIR APPROVAL
For Associate Professor Growth Grants
AY 2024-2025**

Please have your chair complete and sign this form for course release approval. **This form must be included as part of your complete application packet as one PDF document,** and submitted no later than March 1, 2024 at 3:00PM MST.

Professor _____ is approved for a course reduction in the

(Check one or both)

Fall semester of 2024

Spring semester of 2025

The Office of Faculty Affairs will pay the department the CU honorarium rate plus the applicable benefits.

Signed:

Name:

Date: