



Office of Research  
& Sponsored Programs  
JACKSONVILLE UNIVERSITY

2022-2023 Faculty Development  
Application Form - **Virtual Events**

<b>Fall Application Period:</b>			
<b>Virtual event</b> takes place between July 1, 2022 and June 30, 2023			
Awards for second requests will be considered as funds are available.			
<b>Applicant Information</b> <i>Individual full-time faculty are eligible to apply.</i>			
Full Name:		First Request	Second Request
Faculty Rank Professor Assistant Professor Associate Professor Resource Faculty Other	School or College:  Department:  Phone Extension:	Departmental Representative/Administrative Associate:  Phone Extension:	
<b>A. Event Details</b>			
Title of Conference: (please spell out acronyms)			
Title of Presentation, if applicable: (please include a copy of your acceptance letter with the application)			
Conference Start Date:		Conference End Date:	
Conference Registration Fee:		Participation Status:	
<i>Expense Report with evidence of payment (receipt) is due to ORSP via Chrome River within 10 business days after the last day of the conference. We reserve the right to deny reimbursement for late expense reports.</i>			
Please check one of the following event categories:			
Regional		National	International Other:
Brief description of conference and significance for attendance:			
Applicant Signature		Department or Division Chair/Director Signature	
Dean's Signature			

Submit completed form to [ORSP@JU.EDU](mailto:ORSP@JU.EDU)