

**BROOKLYN COLLEGE GENERAL EDUCATION CONFERENCE 2014**

**$100 RESEARCH FUND ACCOUNT PROPOSAL**

NAME:

EMPLID:

TITLE AND DEPARTMENT:

REASON FOR ATTENDING CONFERENCE:

PROPOSED USE FOR RESEARCH FUND ACCOUNT\*:

\*NOTE: PROPOSALS ARE SUBJECT TO APPROVAL BY THE OFFICE OF THE ASSOCIATE PROVOST FOR ACADEMIC PROGRAMS, AND THE OFFICE OF THE ASSOCIATE VICE PRESIDENT FOR BUDGET AND PLANNING AND CHIEF FINANCIAL OFFICER.

EXPENDITURE ITEMS MUST BE RELATED TO RESEARCH, SCHOLARSHIP, AND PROFESSIONAL SUPPORT/DEVELOPMENT. PREFERRED VENDORS INCLUDE AMAZON.COM AND STAPLES. ALL APPROVED EXPENDITURES WILL BE PURCHASED BY THE ASSOCIATE PROVOST'S OFFICE NO LATER THAN JUNE 1, 2014.