

CHECKLIST

JUNIOR FACULTY TEACHING RELEASE

NAME OF FACULTY MEMBER _____

ACADEMIC UNIT AND TEACHING UNIT _____

_____ **Junior Faculty Teaching Release Program Cover Page**

- Project Title
- Applicant's Name
- Academic and Teaching Unit
- Semester of Release Requested
- Signature of Acknowledgement of Academic Unit Dean
- Abstract: 200-word description of proposed research

_____ **Proposal: 3-4 pages**

- Statement of central concern of research
- Description of research plan
- Discussion of relationship of project to long-term research interests
- Additional comments
- Bibliography

_____ **Copy of cover page of external funding proposal or acknowledgment of receipt of application**

_____ **Previous Annual Report Submissions for Merit**