Total Amount Requested: $ Revised 07.17.20

**Living-Learning Community Course Enhancement**

**Funds available for enhancing students’ LLC experience**

The Office of the Dean of Wake Forest College and Residence Life & Housing have allocated funding to assist faculty with expenses anticipated with a regularly scheduled academic class that is designated a Living-Learning Community. The Fund may be applied to offset expenses that enhance the students’ LLC experience through such activities as travel, admission and performance fees, or other activities that serve the purpose of enhancing community in a way that is connected to course content. Although requests will be considered on a case-by-case basis, funds ordinarily may not be used for expenses associated with faculty-student meals, gift cards, or prizes. Funds must be requested prior to and approved before expenditures are made. Please note that a brief report of your results will be due at the end of the academic activity.

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**LLC Enhancement funds from the College are limited to a maximum of $10 per student and a maximum total request of $250. Residence Life & Housing may be able to supplement or match College funds for larger requests. Interested faculty members should complete the following information:**

|  |  |  |  |
| --- | --- | --- | --- |
| Course title/Course number |  | Instructor |  |

|  |  |
| --- | --- |
| **Number of Students** |  |
| **Total amount requested** | **$** |
|  **Total amount awarded** | (Dean’s office use only) |
|  **Approved by** | (Dean’s office use only) |

 Itemized budget (e.g., travel costs, ticket costs, etc.)

|  |  |
| --- | --- |
| **Item** | **Proposed Cost** |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
| **Amount Requested:**  | **$** |

List any matching funds/sources applied for outside the Course Enhancement Fund (e.g., departmental funds, course

development funds, etc.)

Brief description of request, with specific justification of how the requested funds will enhance the academic and community-building experience of the students in the LLC.

Applications should be completed and returned to Leigh Anne Robinson in the Office of the Dean of Wake Forest College, 102 Reynolda Hall, x.5312. Applications are considered on a rolling basis throughout the academic year.

*1The* [*Provost’s Faculty/Student Engagement Fund*](http://provost.wfu.edu/current-faculty/faculty-resources/faculty-student-engagement/) *reimburses faculty members who host students outside of the classroom. This may provide an avenue for faculty-student meals.*