Total Amount Requested: $ Revised 08.21.25

**publication fund – reynolda campus  
*Application for funding***

**To be completed by Faculty Applicant:**

Name:

Department:

Rank:

Semester during which the work on this publication will be done:

The Publication Fund is intended to help faculty publish their work and thereby achieve recognition for their scholarship and of the institution.

Awards are made to the faculty of the College and of the Graduate School of Arts and Sciences on the Reynolda campus in order to support two kinds of expenses; namely, those associated with

a) the publication of completed work (books, articles, monographs, recordings, etc.)

b) the preparation for publication of work based upon completed research.

Awards will not be made to cover the preparation or publication of textbooks, manuals, and syllabi or other course materials, nor to support the preparation of graduate student theses and dissertations. Persons holding appointments as endowed chairs have their own professional development funds and hence are not eligible to apply for such awards.

Faculty member must first use funds available to support the cost of publication or production costs from sources of funding available to the faculty member individually or the department collectively from grants, indirect cost accounts or other sources of support for research or creative activities. Applications must include the signature of the applicant’s Department Chair who assures that “local” (individual faculty or department-related) sources of funding are not available for supporting the publication request.

In accepting money from the Publication Fund to subsidize the publication of books or any other potentially revenue-producing material, the recipient accepts the obligation to use the revenue obtained to help repay the Publication Fund up to, but not exceeding, the amount of the subsidy received.

**Please read** [**HELPFUL HINTS**](http://college.wfu.edu/research-scholarship-creativity/funding-opportunities/) **found on the** [**Faculty Funding site**](http://college.wfu.edu/research-scholarship-creativity/funding-opportunities/) **prior to completing this application.**

**Project Details:**

*(All fields will expand as you type)*

1. Please describe the project for which the publication funds are being requested.
2. Please state the total amount being requested and a breakdown of the categories of specific expenses, indicating what other sources of funds are available for covering these expenses:
3. Did you receive other university funds for creating this project?

If yes, what fund?

Year? Amount?

1. Have you previously received support from the Publication Fund? If so, please indicate the year and the dollar.
2. If repayment has been made to the Publication Fund, please indicate.
3. Please attach a current CV to this application.

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*Name of Applicant* Date

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*Signature of Applicant*

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*Name of Department Chair or Equivalent* Date

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*Signature of Department Chair or Equivalent*

*Document to be submitted by department chair to* [*Carol Sowers*](mailto:sowersc@wfu.edu)*.*