

COE Faculty Research Leave Cover Sheet

Faculty Name	
Department	
Email Address	
Leave Term	
Department Head	

Faculty Signature

Department Head Signature

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Proposal Components

- Cover Sheet
- Abstract: 200 words
- Prospectus: Limit of 3 single-spaced pages
- Justification: Limit of 1 single-spaced page
- Budget and Budget Justification
- CV Summary: Limit of 5 pages
- Department Head Statement

Submission Details

- Faculty submits application materials to Department Head by January 15 or June 15
- Department Head submits application materials to Research Office (gmason@uga.edu) by February 1 or July 1