**Request for Fund 101/104 Bridge or Short-Term Funding**

Please use the following template to request bridge or short-term funding for an immediate need resulting from unexpected faculty attrition. Bridge funding is a temporary resource meant to aid departments until faculty salary savings can be returned and utilized. This is not the place to request start-up funds or resources for building maintenance or renovations.

**Completed forms should be sent to Angie Seitler (****angela.seitler@wisc.edu****) via email.** Please note that requesting the return of departmental faculty salary savings and requesting resources from the dean’s allocation of faculty salary savings are separate processes from requesting bridge funding.

|  |  |
| --- | --- |
| **Date:** |  |
| **Department/Collaborative:** |  |
| **Submitted by:** |  |
| **State the purpose of the funding request:** |  |
| **Length of time funding is requested for:** |  |
| **Amount requested from fund 101 per year:** |  |
| **Amount requested from fund 104 per year:** |  |
| **Vacancy for which bridge or short-term funding is needed (if applicable):** |  |
| **Please describe why bridge or short-term funding is needed for this purpose.** |  |
| **Please provide additional information to support your request if needed.**  |  |

If there are multiple requests per department, please fill out one form per request, and submit a brief cover memo outlining the requests. Expand the text boxes below as needed to accommodate your responses.