

**REQUEST FOR PERKINS TRAVEL FUNDS AND
SUPPORT DOCUMENTATION**

In the new version of the Carl Perkins Grant, faculty and staff professional development are encouraged, but needs to meet certain guidelines. Please document how the event (conference/workshop/seminar) you wish to attend will meet the following purposes of the Perkins program and attach to the Request to Attend form.

- A. How will participation in the event advance your professional development in career-technical education (CTE) topics including (one or more):
- a. Effective integration of academics and CTE
 - b. Effective teaching skills based on research
 - c. Effective practices to engage stakeholders
 - d. Effective use of scientifically based research and data to improve instruction.

Or How will the event prepare you to stay current with all aspects of an industry **and** how will it help you become more involved in faculty internship programs that provide relevant business experience.

Or How will the event prepare you in the effective use and application of technology.

- B. How do you anticipate applying what you learn at this event to your CTE work at L&C? What outcomes do you expect to achieve through the activities described above?

Conference Name _____ Date _____

Name _____ Department _____

Date _____

A written report is required when you return documenting how you met the stated goals. Please attach the report to your Travel Expense Report.