

To: Sheri Downer, Department Head, College of Education

From: Sherrie Gilbert

RE: HBCU Faculty Development Network Conference, Houston, Texas, Oct. 30-Nov 2, 2019

Student Funding Requests

Please know that the following PHD doctoral student has submitted a proposal and was accepted to present at the HBCU FDN conference:

1. Sherrie Gilbert

I am submitting the following budget for your review and consideration:

Item	Amount
Student Registration	\$150
Flight from ATL to Houston, TX and return	\$200
Groome Transportation Shuttle Costs	\$85
Meals - 5 days	\$300
Lodging (\$149 plus tax \$20 x 4)	\$600
TOTAL	\$1335