**Sabbatical Leave Project**

**<Faculty Name>**

**<Department>**

**<College>**

**<Requested semester(s)>**

1. **Provide a Leave Narrative**
   1. **Specific objectives and expected outcomes**
   2. **Anticipated contributions to the faculty member, department and University in relation to teaching, research, and/or service**
   3. **Timetable for completion of proposed activity**
   4. **Location of project**
   5. **Time-specific characteristics**
   6. **Anticipated supplementary support**
   7. **Previous work or preparation in direct support of proposed leave project**