

MINI-Grant Application

This application may be used to request a mini-grant award of up to **\$1,000** to apply toward costs incurred in the conduct of scholarly work sponsored by the institution or by the individual. Funding may be requested for the following: purchase of materials and supplies; support of research, scholarship, or creative activities; support of student research; data collection and analysis; professional consulting on specific scholarly activity; manuscript publication costs; and patent fees. Applicants must have their profile completed on Genius/Smarts prior to submitting an application for a mini-grant. Only one mini-grant award per applicant will be made per year.

Name _____ E-Mail _____

Department _____ School _____

Project Description (up to 100 words) _____

Significance of Project (up to 50 words) _____

Expected Outcomes (include Student outcomes/impact) _____

Projected date to Submit Final Project Accomplishment(s) _____

Amount Requested _____ Total Project Cost _____ Proposed Project Duration _____

Other Sources of Funding and Amount _____

Use of Funds Requested _____

Deadline for Submission: November 15 (for spring semester); May 30 (for fall semester)

Notification of Awards: December 15 (for spring semester); June 30 (for fall semester)

If the scheduled date falls on a weekend, the applicable date will be the next business day.

Submit Applications to: Office of the Dean