

# Application Form

## 2007-2008 Mini-Grant Program

| NAME | DEPARTMENT | EXTENSION | EMAIL |
|------|------------|-----------|-------|
|      |            |           |       |

- Type of Proposal (choose ONE). Proposals requesting travel (airfaire, mileage, registration fees, hotel, per diem, etc., **MUST** be categorized as travel.
  - Travel**     **Teaching**     **Research or creative activities**
- For travel proposals, indicate that the travel is for teaching, research or creative activities, or service (choose ONE):
  - Teaching**     **Research or creative activities**     **Service**
- Indicate your travel destination (**CITY, STATE, COUNTRY**):  
 \_\_\_\_\_

| PROJECT TITLE | TIMELINE OF PROJECT |
|---------------|---------------------|
|               |                     |

| TOTAL BUDGET                   | FUNDING FROM OTHER SOURCES | MINI-GRANT REQUEST |
|--------------------------------|----------------------------|--------------------|
| Travel                    \$   |                            |                    |
| Lodging                    \$  |                            |                    |
| Meals                    \$    |                            |                    |
| Registration            \$     |                            |                    |
| Supplies                    \$ |                            |                    |
| Equipment                \$    |                            |                    |
| Software                    \$ |                            |                    |
| Publications            \$     |                            |                    |
| Student Assistance    \$       |                            |                    |
| Other _____ \$                 |                            |                    |
| <b>Total \$</b>                |                            |                    |
| _____                          | _____                      | _____              |
| =====                          | =====                      | =====              |

**DESCRIPTION OF PROJECT AND WHAT YOU WILL DO WITH THE AWARD.  
YOUR DESCRIPTION MUST ADDRESS THE INFORMATION CALLED FOR ON PAGE 2 OF THE RFP FOR  
WHICHEVER CATEGORY YOU ARE APPLYING, AND INDICATE HOW THE MINI-GRANT WILL HELP YOU  
ACHIEVE YOUR PROFESSIONAL DEVELOPMENT GOALS.  
(1,000 WORDS OR LESS)**

- I understand that the report describing the activities undertaken with these mini-grant funds is due by July 31, 2008.
  
- I understand that if there is a change in plans and I will not be able to use the funds in the manner proposed, a written statement will be submitted to Dr. Peggy Perry, Director of The Faculty Center requesting a change in use of the funds or indicating why they will not be used.

I certify that the information provided in this proposal is accurate and complete.

---

Signature

---

Date

A signed original and two copies of this application are due by **5:00 p.m. on Monday, November 26, 2007** in the Faculty Center (1-227). Please mail or deliver these application forms to Lola Culotti in The Faculty Center (1-227). (Note: PDF file will not save to your hard drive unless you send it to the desktop and reopen in the Adobe Acrobat program. You may type into the PDF file and print it immediately, which will **not** save for future reference.)