

Fergus Projects Grant for Student Learning
APPLICATION

Ten copies of the complete application should be submitted to:

Stephen Pentak, Associate Dean
College of the Arts
152 Hopkins Hall
128 N. Oval Mall

Date :

Submitted by:

Title:

Department/School:

Campus Address:

Campus Phone:

Email:

Title of Project:

Project Abstract · In the space provided, describe your project and the expenses for which Fergus funds are being sought.

Total Amount Requested: \$ _____

Are supplementary materials provided for the committee to review? Yes No

Applicant Signature:

Chairperson/Director Signature:

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PROCEDURES AND GUIDELINES

Proposals from students and faculty of the College of Arts are sought for either of the following purposes :

Student Projects and Learning Opportunities

- Bringing together students and cooperating faculty from the College of the Arts to work together on projects. Projects may be initiated by either students or faculty but proposals must be submitted through a faculty sponsor or supervisor. Interdisciplinary projects will receive the highest consideration.

Classroom and Studio Enhancements

- The purchase of equipments, materials, supplies, or studio and classroom improvements that will enhance the curriculum and research/creative efforts of students.

Proposals should be consistent with the mission of the Fergus Fund to “foster the talent of young artists.” Faculty and students from outside the Department of Art may benefit but participation and benefit to visual arts students is essential.

Eligibility

Student initiated projects must coordinate with a regular faculty sponsor or supervisor who will submit the proposal.

Regular faculty members are eligible to apply as often as desired. The College defines regular faculty as tenure-track or tenured faculty appointed at the rank of instructor, assistant professor, associate professor, or professor with .50 FTE or more of compensated service per academic year. Lecturers, visiting artists, and emeriti faculty are not considered to be regular faculty; therefore, they are ineligible to apply for these grants.

Amount Requested

Grants in amounts from \$1000 up to \$5,000 may be requested to support the purposes mentioned above. The total available for all projects is \$5000, and so a single award may be the result.

Proposal Format

The proposal should include the following:

- **Cover Page** for Fergus Student/Faculty Projects Grant
- Description of the research project
 - Objective
 - Location and time table for completion
 - Number and level of students involved, if appropriate
 - Impact of the project on student creative work and/or curriculum.
- Project budget including travel, equipment, materials and services. Note other funding sources if applicable.
- **Abbreviated Curriculum Vitae** (2 pages)

Any equipment purchased will return to the department or college for use by other students and faculty.

Proposal Submission

Application Deadline: April 22, 2005

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Proposals will be reviewed by The College of the Art Faculty Research and Development Committee who will recommend awards to the Dean.

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Guidelines for Project Budget and Research Funding Request

On a separate page, itemize and chart the expenses for the project. Note the source of any sponsorship beyond the Fergus Grant, and particularly highlight any Departmental/School support. Provide brief notes explaining the necessity of each expense to be covered by the Fergus Grant.

Sample Budget Page			
Expense	Fergus Fund	Dept/School	Other(Source)
Item			
Item			
Item			
Item			
item			
item			
item			
Total			
Total Requested of Fergus Fund			
Budget Notes and Explanations:			

Budget items that may be requested:

- Consumable materials
- Equipment to be purchased or rented (purchased equipment becomes College property at the end of the project)
- Personnel wages (hourly student wages for either undergraduate or graduate students; GRA wages, however, tuition/fee authorization must be negotiated separately between the department/school and the Graduate School; off-campus consultants are allowed; services, such as technical support and specialized secretarial/clerical are allowed)
- Travel costs related to a specific research project, exhibition or presentation (transportation, lodging, per diem, exchange rates, etc.)
- Other costs, such as documentation (including video, audio, photographic expenses) and publicity for performances and exhibitions; publicity expenses cannot exceed 20% of the total budget
- Classroom materials or course development
- Class, lesson fees, training fees, registration fees

Budget items that may NOT be requested:

- Equipment costs, when it can be supplied by on-campus resources (e.g., UTS, ACCAD, ETS, departmental/school items, etc.)
- Routine repair and maintenance of equipment; regular office supplies; local copying costs or telephone calls