**University College**

APPLICATION FORM for PUBLIC SERVICE GRANT

Name(s):

Date of Application:

Department(s):

Present your project within the format below and with enough background, detail, and procedure to understand the full intent of the project. Add additional pages of explanation as necessary.

**I. Project Description**

A. Title:

B. Target Group(s) to be served:

C. Location(s):

D. Proposed Date(s):

E. Rationale of why this is Public Service:

F. Objectives:

G. Procedures: (Indicate any Co-sponsors)

H. Evaluation: Do you propose to evaluate? How?

I. Have you applied and/or received a grant from another University source this semester? ( ) Yes ( ) No

J. Has this project been funded by the public service committee before? ( ) Yes ( ) No

If yes, how many times has the project previously been funded?

List all the years the project was funded

K. If full funding is not received from this committee, will the project proceed? ( ) Yes ( ) No

L. Estimate of funds available from other sources: Source Amount

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\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_

Total funds Requested $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

II. *You are responsible for amounts that exceed your award. Your department will be charged for any overage that exceeds the amount awarded.*

**I have read the general information and instructions related to a public service grant.**

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Signature of Applicant

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department Chair

**( ) Yes ( ) No One of the objectives of the Public Service Grant is to help faculty members meet their P&T, post tenure, or other service requirement. Do the activities proposed in this grant meet the university, college, and departmental service requirements for this individual?**

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Action of Committee:

( ) Approved Amount Funded: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Project Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

( ) Not Approved

Restriction(s)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Chairperson, Public Service Committee

**University College**

BUDGET FORM for PUBLIC SERVICE GRANT

Title:

|  |  |  |  |
| --- | --- | --- | --- |
| **Major Code****(Sub-code)** | **Item** | **Item Funds Requested****(Itemize)** | **Matching Funds****(Itemize)** |
| 3000 | Travel/Expense |  |  |
| 4000 | Consumable Supplies |  |  |
| 4110 | Printing (Supplies – Inst.) |  |  |
| 4490 | Honorarium |  |  |
| 4230 | Communications – Postage |  |  |
| 4210 | Communication – Telephone |  |  |
|  | Other |  |  |
|  | GRAND TOTAL |  |  |