

Creative Grant Proposal Application

Applicant Name: _____

Staff Title / Faculty Rank: _____

Department: _____

Email: _____

Creative Project Title: _____

Grant activities / needs:

Professional Development

Research

Budget Summary*

1. Travel _____
2. Registration Fees..... _____
3. Meals..... _____
4. Lodging..... _____
5. Tuition _____
6. Equipment..... _____
7. Supplies _____
8. Other _____
9. Department / Additional Support Funds (please enter as negative amount)..... _____

Total Amount Requested: _____

By submitting this application, you agree to:

- Return the funds to the School of the Arts by August 31 of the funded academic year if project cannot be completed.
- Acknowledge the financial support of the University of North Alabama School of the Arts (UNA SOTA) in all publications, exhibitions, or performances resulting from this grant.
- Submit a written grant report to the UNA SOTA Steering Committee no later than September 30 of the funded academic year.
- Request rollover of funds into the next fiscal year no later than September 30 of the funded academic year.

Submit by email to the committee chair (Keelie Sheridan, ksheridan1@una.edu), copy your department chair, and copy arts@una.edu a single .pdf file <LastName Department {DEV or RES}.pdf>, no later than 4:30 p.m. on the announced due date:

1. Creative Grant Proposal Application
2. One-page Vita
3. Proposal Narrative

Failure to submit all of the requested materials or to copy your department chair will result in the application being disqualified. Make sure all proposal requirements have been met before submitting the application.

**An itemized budget with justification and documentation must be included in the proposal narrative.*