HUMANITIES INSTITUTE APPLICATION FORM:
PROGRAMMING, EVENTS, OR INITIATIVES

CHECKLIST (to be included with application)

1. Signed Application (sign prior to making .pdf)   ( )

2. Narrative Description of Project   ( )

3. Budget Narrative (rationale for all expenditures)   ( )

4. Budget Summary   ( )

5. Curriculum Vitae of the Principal Participants   ( )
   (*only those who are not employees of the University*)

Project Title: _____

_____

Signature(s): _____ **Date:** _____

_____ **Date:** _____

_____ **Date:** _____

_____ **Date:** _____

_____

HUMANITIES INSTITUTE APPLICATION FORM:
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_____

1.   Project Director: _____

      Campus Email: _____

      Project Associate(s):   _____

                              _____

                              _____

                              _____

2.   Field(s) of Applicant(s):_____

                              _____

3.   Type of Submission: ____ Campus Event (Lecture, film series, panel, conference, etc.)
                            ____ Student Experience (Trips, Subsidized Admissions, etc.)
                            ____ Large Initiatives
                            ____ Other

4.   Time Period for Expenditure of Funds: From: _____ To: _____

5.   Total Project Funding:

      Total project: $_____

      Total monies requested from other agencies/programs: - $_____

TOTAL MONIES REQUESTED FROM THE HUMANITIES INSTITUTE $_____

6. **Project Title:**

   _____

   _____

7. **Narrative Description of Project**: In this description of the project, clearly indicate the theme/purpose, any connections to the curriculum or strategic initiatives related to the humanities, expected outcomes, and involvement of faculty and/or students. **800 words maximum.**

BUDGET NARRATIVE

Provide sufficient <u>detail</u> of how the funds will be spent, a <u>rationale</u> for expenditures, and any other relevant details that will help the committee understand the project budget. This is intended to be a narrative, so please explain where necessary.

1.   PERSONNEL: (Include stipends, honoraria, etc.)

2.   TRAVEL: (Include transportation, lodging, meals for guests and participants)

3.   SUPPLIES: (Include technology, set-up, promotion)

4.   PURCHASE/RENTAL:
        (Include films, books, and other materials)

5.   OTHER EXPENSES:

BUDGET SUMMARY

CATEGORY   **AMOUNT REQUESTED**

1.   PERSONNEL: $_____
        (Include stipends, honoraria, etc.)

2.   TRAVEL: $_____
        (Include transportation, lodging, meals)

3.   SUPPLIES: $_____
        (Include technology, set-up, promotion)

4.   PURCHASE/RENTAL: $_____
        (Include films, books, and other materials)

5.   OTHER EXPENSES: $_____

6.   LIST HERE ALL OTHER FUNDING SOURCES AND THE AMOUNT EACH HAS
        COMMITTED:

TOTAL PROJECT COSTS $_____

TOTAL FUNDS REQUESTED FROM OTHERS $_____

TOTAL FUNDS REQUESTED FROM HUMANITIES INSTITUTE: $_____