College of Humanities & Fine Arts
Experiential Learning Activities Fund Application Checklist

TO BE ELIGIBLE FOR CONSIDERATION, APPLICANTS MUST BE:

1. Currently enrolled as a student in a BA, BFA, MA, or MFA program in the College of Humanities and Fine Arts
2. In good academic standing
3. Able to demonstrate a related need for funding relevant to their research and/or creative project

APPLICATION SUBMISSION CHECKLIST:

Applicants must submit hard copies of the following materials to the HFA Dean’s Office:

1. Funding Application form
2. A cover letter describing the nature of the research/creative activity and the purpose for the grant money
3. A brief budget specifying the amount of grant money needed and describing how the funding will be used
4. A current CV
5. A supporting letter from a faculty member that illustrates the relevance of the experience to the student’s major.

All funds must be spent by June 30th of the academic year awarded. For example: If awarded in either fall or spring of the 2019/2020 academic year, funds must be spent by June 30th, 2020.

POST PROJECT ASSESSMENT REQUIREMENT (SEE ASSESSMENT AWARD FORM):

All fund recipients are required to submit an assessment report detailing how funds were expended to accomplish your objective and description of the outcome of your Experiential Learning Activity.

The assessment report is required by the end of finals week of spring semester.

The report must be delivered as hard copy to the College of HFA Dean’s Office.

If available, please submit, with your final report, any photos, materials, websites, etc. that you feel demonstrate the impact of the project/program.

Note: Student Experiential Learning Proposals are not intended to fund student club activities.