

**WHEATON COLLEGE RESEARCH AND SCHOLARSHIP
AND TRAVEL GRANT APPLICATION FORM**

Please select the award for which you are applying:

- Arnold Award (**due February 25, 2008**)
- Course Proposal CSII Context (**due January 30, 2008**)
- Course Transformation Awards
(**due November 30, 2008 for Spring 2008; due April 25, 2008 for Fall 2008**)
 - Experiential Teaching and Learning
 - FYS Infusion
 - Global Learning
 - Infusion
 - Library, Technology and Learning
 - Sustainability (**Fall 2008 only**)
- Faculty/Student Research Support (**due March 30, 2008**)
 - Clemence
 - Hood
 - Mars
- Mellon (**due April 25, 2008**)
 - A New Initiative to Transform Teaching and Research
- Slave Narratives History Seminar
(**Wheaton applications due February 8, 2008; CIC Nominations due March 14, 2008**)
- Travel Grant (Destination _____)
- Wye Faculty Seminar
(**Letter of Intent due February 3, 2008; Full Application due March 17, 2008**)

Full-time tenured and tenure-track faculty are eligible for one summer research award per year, but may apply for other awards. Please complete a separate application for each award.

Name _____ Department _____
Title _____ Email _____
Other contact information (i.e., telephone, other email, etc.) _____
Start Date _____ End Date _____

Describe how the project fits the criteria of the award. The project narrative should not exceed two double-spaced pages using 12-point font. (The template will expand to fit your text.)

Complete the following **budget request**.

Budget Item	Brief Description	Amount Requested
Faculty Salary/Stipend		
Student Wages		
Travel		
Airfare		
Car/Taxi		
Train		
Lodging		
Meals		
Materials and Supplies		
Other		
TOTAL REQUESTED		

On-campus housing for students is needed.

Note: An estimate of expenses should be approved before traveling. Payment in excess of the estimated amount will not be reimbursed. A final accounting, including appropriate receipts must be filed in the Provost's Office within one week of the completion of the trip and no later than June 30. If the latter deadline passes, then the expenditures will be deducted from your allocation for the following fiscal year. Travel grants may not exceed \$1100 for conference presenters or \$800 for conference attendees only during any single fiscal year.

Please submit the application in Word format as an email attachment to facresschol@wheatoncollege.edu. The email will serve as an electronic signature and date stamp.

FOR OFFICE USE ONLY	
Budget Year _____	Amount Awarded _____
Committee Action _____	Date _____
Conditions	