

# APPLICATION CHECKLIST

## Presidential Faculty/Student Collaboration and Publication Grant

**Deadline February 26<sup>th</sup>**

Please print and complete this checklist and attach it as the cover page of your grant application. For more information about Presidential Faculty/Student Collaboration and Publication grants, please see <http://gustavus.edu/facdev/GrantOpportunities/PresidentialGrant.php>.

### **Faculty information**

Name: Henry MacCarthy

Dept: Theatre and Dance

Email: [hmaccart@gustavus.edu](mailto:hmaccart@gustavus.edu)

Rank: Assistant Professor

### **Student Information**

Name: Christian DeMarais    Year: Junior

Email: [cdemarai@gustavus.edu](mailto:cdemarai@gustavus.edu)    Major: Theatre

Name: Michael Davidson    Year: Junior

Email: [mdavidso@gustavus.edu](mailto:mdavidso@gustavus.edu)    Major: Theatre

Name: Samuel Grace    Year: Junior

Email: [sgrace@gustavus.edu](mailto:sgrace@gustavus.edu)    Major: Music

### **Checklist**

#### **Project Details**

- Brief description of the proposed project including its collaborative nature
- Clear statement of anticipated outcomes
- Likely placement for publication or performances
- Anticipated research completion date

#### **Participant Details**

- Names and brief biographies of all participants
- Explanation of how this project fits into the career of the faculty
- Explanation of how this project fits into the educational trajectory of the student  
(include year of graduation; student eligibility is limited to full-time returning students)

- Presidential Budget Proposal Form attached as last page of application**

- Nine (9) copies of completed application (including this checklist) to be submitted to the John S. Kendall Center for Engaged Learning (SSC 119)

If successful, my proposal can be used as an example to assist future faculty applications. This decision will not in any way influence the evaluation of my application.

Yes / No (please circle one)

**Presidential Faculty/Student Collaboration Grant  
BUDGET INFORMATION**

Faculty Stipend (\$300 per week, up to \$2,400)

Student Summer Stipend (\$400 per week, up to \$3,200)

Student Summer Campus Housing (\$XXX per week, up to 8 weeks)

ITEM	AMOUNT
Equipment (e.g., transcription machine, camera, cassette recorder but not to include computer hardware)	\$ 110.00
1: Props	Cost: 125.00 65.00
2: Lighting fixtures	Cost: 75.00 45.00
3:	Cost:
Materials (e.g., books, printing, software, lab supplies)	\$ 405.00
1: Printing (programs)	Cost: 45.00 45.00
2: Publicity	Cost: 75.00 300.00
3: costumes laundry	Cost: 60.00 60.00
Travel Costs (cannot include conference travel, see <a href="http://gustavus.edu/finance/travel.php">http://gustavus.edu/finance/travel.php</a> for allowable travel expenses)	\$
Airfare:	
Mileage: Number of miles @ \$0.55/mile	
Lodging:	
Meals:	
<b>Stipends &amp; Housing</b>	<b>\$5,787</b>
Faculty Stipend	\$300 per week, up to \$2,400 1,800
Student Summer Stipend	\$400 per week, up to \$3,200 *3,200
Student Summer Campus Housing	\$43.75 per week, up to 8 weeks, \$350 787.50
<b>TOTAL EXPENSES</b>	<b>\$6,302</b>
<b>AMOUNT REQUESTED</b>	<b>\$6,302</b>

Have you applied for, or received funding from, another source to help support this project? No.

Funding Source:

**Amount:**

**Please explain how the Presidential will be used in addition to the other funding. Since all of us involved in this project acknowledge the difficulty of funding a collaborative research endeavor such as ours, which include three students, we are willing to accept whatever amount is granted, to be distributed in equal parts between the three students. The faculty stipend will be used to cover performance rights, and piano tuning expenses.**