

**HOBART AND WILLIAM SMITH COLLEGES
APPLICATION FOR FACULTY RESEARCH GRANT COVER SHEET
2017-2018**

Please complete this cover sheet and include it as the first page in your proposal. Also include all of the items described in the checklist at the bottom of this sheet. Submit your request as a single file, either MSWord or PDF, emailed as an attachment to Kelly Switzer, switzer@hws.edu, by 5pm Friday, March 10, 2017.

1. Name _____
2. Department _____
3. (Check one) Full Time _____ Part Time _____
4. Campus Phone _____
5. Date of last award from Committee on Faculty Research _____
6. Amount of last award from the Committee _____
7. Title of Proposed Project:

Proposal Check List:

_____ Completed cover sheet

_____ A clear description of project, not to exceed two pages. Please include a: I) description of background work in the field, II) description of the proposed research (purpose, scope, methodology, location, time line, etc.), and III) proposed outcome of project (books, articles, exhibitions, performances, public lectures, etc.)—Please be as specific as possible.

_____ A current curriculum vita

_____ A detailed itemized budget, not to exceed one page.

_____ A progress report for last year's award (if applicable)

_____ All documents combined into a single MSWord or PDF file to be emailed as an attachment.

Submit your proposal as a single attachment to an email sent to switzer@hws.edu by 5pm Friday, March 10th, 2017