

GRANT AND FELLOWSHIP SUBMISSIONS

Instructions: Use this form to notify your department and the college of each individual grant or fellowship applications you submit that does not require prior university approval (“blue sheet”). Information about the type, length, amount, and source of possible grants or fellowships is necessary to plan for teaching and budgetary needs. It also lets your department and college know what kinds of scholarly activities you are involved in and gives them material that allows them to sing your praises.

Distribution: Dean’s Office (signed original)
Department Chair (copy)
Faculty member (copy)

Name: _____

Department: _____

Title of Proposal: _____

Submitted to: _____

Amount of potential award: _____

What the award covers (e.g., academic year salary, summer salary, equipment, graduate assistant): _____

Duration of Award (including start date): _____

Expected notification date: _____

Faculty Member

Date

Department Chair

Date