

**ACADEMIC ENRICHMENT GRANT****2018 Sample Application**

All grant applications for the Office of International Affairs Academic Enrichment Grant must be submitted via the online portal that will be available beginning January 8.

This form is for reference only and should be used to prepare responses for the online application. Do not complete this form and upload it to the online application as it will not be accepted.

**General Information**

Applicant Name: \_\_\_\_\_

Applicant Email: \_\_\_\_\_

Applicant Phone Number: \_\_\_\_\_

Academic Major or Department: \_\_\_\_\_

Field of Study/Specialization: \_\_\_\_\_

**Select and complete one:**

- Faculty  
Department/Unit Chair: \_\_\_\_\_  
Department/Unit Email: \_\_\_\_\_
  
- Graduate Student  
Academic Advisor: \_\_\_\_\_  
Academic Advisor Email: \_\_\_\_\_  
Graduate Degree (MA, PhD or Professional): \_\_\_\_\_
  
- Undergraduate Student  
Academic Advisor: \_\_\_\_\_  
Academic Advisor Email: \_\_\_\_\_  
Year of Study (1, 2, 3 or 4): \_\_\_\_\_

**Grant Project Information**

Project Title: \_\_\_\_\_

Region/Country of Project: \_\_\_\_\_

Travel dates, if applicable: \_\_\_\_\_

Proposed Outcome(s) (journal article, book thesis, conference, etc.): \_\_\_\_\_

Primary use of funds (travel for research, conference, etc.): \_\_\_\_\_

**Budget Information**

An itemized budget is required with submission of application as an attachment.

Amount of funding requested: \$ \_\_\_\_\_

Additional funding sources (name): \_\_\_\_\_

Amount of additional funding: \$ \_\_\_\_\_

**Additional Comments or Information**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Submittal Preparation**

Complete the online form and submit documents as separate attachments. Faculty will submit three separate documents and undergraduate and graduate students will submit five separate documents. Please note that once you submit the application you cannot go back and make corrections. If an error is made after submitting, please start a new application.

The review process is a blind review therefore the abstract/proposal should only include the title of the project and not the applicant(s) name.

### **Documents to submit:**

1. Abstract and Research Proposal (submit as one PDF document)
  - a. Abstract – Should not exceed one page (double spaced, 12-point font). Please only include the title of the project and not the applicant(s) name(s).
  - b. Research Proposal – Three to five pages (double spaced, 12-point font). Please only include the title of the project and not the applicant(s) name(s).
2. Curriculum Vitae or Resume – limited to two pages
3. Itemized budget of expenses including additional funding

### **Additional Requirements for Students:**

4. Copy of Advising Report (available via BuckeyeLink)
5. Letter of Recommendation (can be emailed to [oia-grants@osu.edu](mailto:oia-grants@osu.edu) or attached with application), but must be received by February 9, 2018 at 11:59 p.m.

### **Submittal Deadline and Contact**

Submission link will be “Live” **January 8, 2018**.

Deadline for submittal is **February 9, 2018**.

If you have questions or concerns, please email [oia-grants@osu.edu](mailto:oia-grants@osu.edu).

