

College of Education  
**Retirees and Friends Association**  
**Award Application**

Faculty, staff, and students are invited to apply for up to \$1,000 in funding to support **research projects and professional development activities**. Applicants will submit a **written proposal of one to two pages**, including concept, budget, and timeline using the attached format, to Dean Lemuel Watson in Graham Hall, Suite 321 by **Friday, October 30, 2009**. No applications will be accepted after this date.

Project should be completed by Wednesday, June 30, 2010. Awardees must provide a written report within 60 days of project completion regarding the use of the funds.

Eligible proposals will be reviewed and discussed by the Association membership, which will also select the successful proposals. The Association will then recommend a funding level for the successful proposal(s), based on project merit and availability of funds.

College of Education  
**Retirees and Friends Association**  
**Award Application Form**

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

Phone Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

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

**Research Certification** (please complete next section only if application is for research activities):

I hereby certify that the information in this application is true and correct to the best of my knowledge. If a grant award is made, I agree to accept responsibility for the scientific and ethical conduct of the research. I understand that failure to do so may result in termination of the award.

\_\_\_\_\_  
Signature of Research Applicant

\_\_\_\_\_  
Date

1. **Please state the key aim(s) of your research project or professional development activity.**
2. **Please describe what your project or activity will involve.**
3. **Please indicate how your research or activity will contribute to the field or your personal development.**
4. **Budget – Please provide a brief, itemized budget of how funding will be used.**
5. **Please provide an estimated timeline of activities for the research project or professional development endeavor.**
6. **No portion of the award can be used to support personnel costs or any work on the proposed project that has already been completed at the time of award notification.**

If funded, I agree to attend a meeting of the College of Education Retirees and Friends Association to present the results of my project.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date