William and Dolly (Ardath) Saxbe Endowed Funds for the Arts Undergraduate Application Form

Application Form: Complete the proposal form and attach your 450-word statement.

When to Submit: Please watch for emails about Autumn and Spring Quarter Competition dates, or call 614-292-2090.

You Are Eligible If: You are pursuing a degree in the ARTS (Art, Art Education, Dance, Design, History of Art, Theatre, Music) and will be traveling as part of your undergraduate experience to perform, create, present, conduct research, or conduct creative scholarship in the arts.

Amount of Award: $500.00 maximum.

Enrollment Conditions: Recipients generally must be enrolled as full-time students (12 credit hours) during the quarter(s) in which they receive scholarship funding. Recipients must also be in compliance with the Satisfactory Progress Policy of the Office of Student Financial Aid.

Method of Selection: Applications and proposals are reviewed by the Associate Dean for the Arts and Humanities. The number of scholarships awarded will be determined by amount of funds available and the quality of the proposals.

Acknowledgement: Recipients of this award must acknowledge Mr. and Mrs. Saxbe through a written thank you note, and where appropriate, in programs or presentations, must be acknowledged publicly for their support of the Arts at Ohio State.

ARTS Faculty Advisor Signature: The faculty advisor’s signature signifies his or her belief in the student’s ability to carry out the purpose of the travel.

Travel Proposal: Prepare a travel proposal of not more than 450 words, double-spaced typewritten, 12 pt. Times New Roman font, 1 inch margins all around (any proposal not conforming to these requirements will not be considered).

This 450-word proposal should address the following in the suggested order:

Thesis Statement: This includes the purpose of the travel, and how it relates to your current research, presentation, or creative work that you are conducting.

Methodology/Process: This includes what you will be doing during your travel or how you are going to go about doing what you wish to do. Remember to include items from your budget here. The Federal Limits of travel, hotel, and per diem may be found on the following website:

http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentType=GSA_BASIC&contentId=17943

Significance of the Project: Explain why the travel is important.

Budget (not included in the 450 word proposal): The Associate Dean will carefully review the budget. Applicants should list all costs associated with the travel, since those costs—whether to the student, the advisor, or the department/school—represent a financial commitment to the trip.
WILLIAM AND DOLLY (ARDATH) SAXBE ENDOWED FUNDS FOR THE ARTS UNDERGRADUATE APPLICATION FORM

Please fill out Application Form, attach the 450-word proposal, and return to:

Valarie Williams, Associate Dean  
Arts and Humanities Associate Deans’ Offices  
114 University Hall  
230 N. Oval Mall  
Columbus, OH 43210  
614-292-2090

Date: __________________________

Name (please print) ____________________________________________ (last) (first) (middle)

Student ID Number ___________________________________________________________________________________________

Address ________________________________________________________________ (full Columbus address, street, city, state, zip)

Local/Cell Phone____________________ E-Mail Address _____________________________

Major ____________________________ Second Major _________________________

Minor ____________________________ Second Minor _________________________

Projected Quarter of Graduation_______________ Total Earned Credit Hours________ GPA___

Department/School/Program______________________________

Place of Travel________________________________________________________

Purpose of Travel_________________________________________________________________________________________

Faculty Advisor ___________________________________________ (Printed name) (Rank)

Faculty Advisor ___________________________________________ (Signature) (Date)