Graduate Research Small Grants Program
Application & Project Endorsement Form

Name:
Department/School:
Date of Request:
Date Funding Needed (should be at least six weeks in advance):
Total Amount Requested (up to $500):
E-mail Address:

Applying for funding category (circle one):
1. Travel to conduct research in the United States or abroad;
2. Travel for invited research presentations, performances, or exhibitions at significant professional meetings or events in the United States or abroad;
3. The purchase of research-related materials;
4. Expenses related to the translation or transcription of primary research or research materials.

Application requirements:
1. A letter of 1-2 pages in which the applicant describes the project, its purpose, significance, history, and its relevance to the field, etc. Describe how this experience will enhance your degree program and your development as a scholar, artist, or performer.
2. A detailed budget. Applicants should indicate whether they have obtained matching funds or are certainly applying for such funds. Please note that per diems are not permitted under this program.
3. A letter of faculty support from the applicant’s academic adviser, affirming the worthiness of the project and, in the case of conference papers, affirming the quality of the paper being delivered and the prestige of the conference in the student’s field.
4. In the case of a presentation or performance, provide a letter of invitation or other indication of acceptance from the sponsoring organization or institution.

To be completed by the Director of Graduate Studies:
Confirmation of student’s current status: M.A. student_____ M.F.A. student_____ Ph.D. student_____
Confirmation of departmental funding (please specify availability and, if available, amount):
____________________________________________________________________________
____________________________________________________________________________
Signature of DGS: ________________________________ Date:___________________

For more information, email arthumgrants@osu.edu.
Director of Graduate Studies should forward completed applications to Meg Piasecki in 186 University Hall,
230 North Oval Mall, or electronically to arthumgrants@osu.edu.