

Special Projects Award Information and Application

Special Project proposals are for activities that do not fit into the Research or Speakers' proposal format. This would include, but is not limited to, equipment, special workshops on campus, support for skill development, and so on.

Awards are available to all faculty and staff with permanent appointments in CLA. Individual or collaborative proposals will be considered.

The Special Projects budget for the year is \$2,000. Smaller requests are reviewed more favorably; the Committee may also elect to partially fund a larger request. Projects will be evaluated on:

- intrinsic merit of the project;
- potential for the proposed project to contribute to the faculty member's and/or CLA development more generally;
- likelihood that the project will be completed in the time specified.

You are required to track your own expenditures as well as submit your tracking to the Committee within six months of completion of your project. All funds must be expended by the June 30 following your award date.

We review requests less than \$500 on a rolling basis. *Please allow 10 working days for Committee review.* Requests for more than \$500 will be considered only two times per year: December 1 and April 1.

Faculty Member & Project Information

| | |
|------------------------------------|---|
| Name | _____ |
| Department | _____ |
| Rank & Years at WSUV | _____ |
| Project Title | _____ |
| Project Start & End Date | _____ |
| Prior Funding Requests & Status | _____ |
| Previous CLA Awards | _____ (title and project date): _____ (title and project date): _____ |
| Total \$ Requested | _____ |

E-mail this cover page and the following to soliday@vancouver.wsu.edu

_____ 1-2 (max) page project description detailing plans for the funding

_____ A 1-page budget request detailing amounts requested and rationale.

The Committee will review only complete applications!