

Scholarship AND INNOVATION AWARDS (SIA)

Proposal Application - 2018

*Your completed proposal should be saved as a Word document and forwarded as an email attachment to your respective department chair or Associate Dean. The email subject line must include SIA – your name.* ***Applications are due to your department chair or Associate Dean (SoE) by 4:00 p.m. on Monday, February 5, 2018.*** *Chairs or Associate Dean (SoE) will forward to Deans by February 12, 2017*

Date:

Name:       Dept:

## Proposal/Project Title:

Proposal Type, choose one: [ ]  Stipend

 [ ]  Travel Reimbursement

 [ ]  Program Support

SIA Funding Proposal: In language accessible to a non-expert/non-specialist reader, provide responses to the appropriate proposal sections below. Together the proposal sections should succinctly summarize: 1) the goals and outcomes of the project; 2) the significance of the project and/or impact in the community; 3) activities that would be made possible by the SIA Funding; and 4) plans for dissemination. **Please note that SIA funds are not able to support student wages, and reimbursements and payments must be completed prior to June 30, 2017. For additional information on how proposals will be scored please consult the RFP.**

1) Provide a 2-3 sentence overview of the project.

2) In 250 words or less provide an introduction to the project

3) In 1000 words or less describe your goals, objectives, and expected outcomes. Consider using a logic model or table to help define activities, outcomes, and impact. Remember to confine you proposal to the time period proposed.

For the following questions please provide brief explanations. The responses should support the project as detailed above. Answers should not be expansive in an attempt to circumvent word limitations.

4) **For Stipend Support proposals only**.

a) Describe in detail the proposed work, and provide an explanation for why the work is “above and beyond” normal expectations.

b) List who will receive a stipend, amount of stipend, and brief description of work to be completed.

5) **For Travel proposals only,** describe how travel will support the project. Be specific.

6) **For Program Support proposals only**.

a) Statement of Program or Department Research goal to be addressed

b) How will this address the stated goal?

c) What are the expected outcomes? Include details on how this activity will impact a significant proportion of department or program faculty.

7) Please complete the table below listing any previous SIS funds you have received. Insert rows as required. If you have not previously received a SIS, please indicate NA.

|  |  |  |  |
| --- | --- | --- | --- |
| Year | Title | Expected Outcomes | Actual Outcomes |
|  |  |  |  |
|  |  |  |  |

**Proposals that have not been endorsed by your Department Chair OR Associate Dean (SoE) and forwarded to and endorsed by your Dean cannot be considered.**

**CHAIRS or ASSOCIATE DEAN FOR ACADEMIC AFFAIRS –** Initialing certifies you have reviewed and endorse the proposal, the proposal appears complete, aligns with the department’s or School’s (SoE) objectives, and you have no further questions. Once you have approved, please forward the proposal (as an attachment) to your dean.

      Place initials here.

**DEANS** – Initialing certifies you have reviewed and endorse the proposal, it appears complete, aligns with the department’s or School’s (SoE) objectives, and you have no further questions. Once you have approved, please forward the proposal (as an attachment) to dmathew4@naz.edu.

       Place initials here.