

# FALL 2015 DU ART STUDENT RESEARCH TRAVEL GRANT

APPLICATION DUE: **OCTOBER 13th by NOON**

TRAVEL COMPLETED: JUNE 15th, 2016

REPORT TO DU ART BOARD: quarter after travel is complete

**You must be a current major (undergraduate or graduate) in the School of Art and Art History at the University of Denver to be eligible for this grant, and still enrolled at the time of the proposed travel** (undergraduate Seniors graduating in June are ineligible if the travel will occur after graduation). Applicants should meet with a faculty advisor for guidance prior to submitting their application.

Submitting the application is not a guarantee of an award. Applications will be considered based on the thoroughness and clarity of the materials submitted and the relevance the proposed travel will have on your artistic pursuits and/or professional goals. Grant awards are available in amounts between \$500-\$1,500 and undergraduate and graduate proposals will be considered separately. If awarded, a photograph of you on your travels and a short presentation to the DU ART Board of Directors on the success of your project will be required after your return. By applying, you grant permission for the photo to be placed on the DU ART website.

Name: \_\_\_\_\_ ID #: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

\_\_\_\_\_ Email: \_\_\_\_\_

\_\_\_\_\_ Major: \_\_\_\_\_

Faculty advisor: \_\_\_\_\_ Current Major GPA: \_\_\_\_\_

**1. Artist/scholar statement.** Studio students, please include your artist statement. Art History students, please compose a short biography that outlines your research interests and trajectory. Not to exceed one page.

**2. Proposal.** Please thoroughly describe your project and how travel will engage with it directly to support your work. Clearly describe the details of the trip, including if there is a specific museum, collection, exhibition or site you wish to visit to support your research. Be specific as to why you feel this travel (and to this particular location) is necessary to your work and/or artistic and professional goals. It is *strongly recommended* that you seek out the guidance of a faculty member familiar with your work to review your proposal for clarity and professionalism *before submission*. Proposal should not exceed one page, and can be attached to this application form.

**3. Website or other examples of your work.** Please provide a URL for your website or other online location to view up-to-date images of your work or scholarship to which the committee will refer in their deliberations. If there are specific works you would like taken into consideration, please indicate that clearly. If you are submitting a piece of writing or other creative document as an example of your work, please provide an appropriate URL or attach that document to this application form.

URL: \_\_\_\_\_

**4. Budget.** Enter below a breakdown of the travel expenses you anticipate, with description and brief justification for each. Expenses could include car rental, airfare, lodging, entrance or admission fees, and other transportation. When available, online quotes (flight or hotel itineraries, for example) or other documentation of cost (admission fees, transportation, etc.) should be attached to the application to support the costs entered below.

Per diem rates can be found at <http://www.du.edu/purchasing/travelexpenses.html>. If awarded, grant funds will be reimbursed through SAAH, so **original itemized receipts must be provided**. Also, the University does not reimburse tax, so please keep that in consideration when figuring the overall costs.

**Total amount requested:** \_\_\_\_\_

Item Description	Justification	Quantity/ cost each	Item total
<b>GRAND TOTAL=</b>			

**5. Submission of application.** When the information requested here (including any supplementary attachments) is complete, please deliver a hard copy to the School of Art and Art History Office. The Travel Grant Committee that will review the applications will consist of the SAAH Director, representatives from the Studio and Art History faculty, and a representative from the DU ART Board. Applicants will be notified by late October and will be recognized at the Student Awards Ceremony in June 2015. Recipients will also give a presentation to the DU ART Board after travel has been completed to talk about their project, and how the travel grant impacted its success. This presentation may be recorded to share with Board members not in attendance, and other students wishing to apply in the future.