

# **Conference and Research Grant Fund**

## **Faculty of Theology**

### **Huron University College**

#### **1. What is the fund?**

FTh allocates these funds to support research projects and conference attendance by FTh faculty. The FTh Research Committee administers it.

#### **2. Who can apply?**

All FTh faculty.

#### **3. How does one apply?**

By filling out the application form below.

#### **4. How is it awarded?**

The Faculty of Theology Grant Fund Policy governs the administration of these funds. Please contact Sandra Rice or a member of the Research Committee for a copy of said policy.

## Huron University College- Faculty of Theology

### APPLICATION FOR A RESEARCH/CONFERENCE GRANT

1. Name of applicant: \_\_\_\_\_
2. Date of this request: \_\_\_\_\_
3. Dates when the research/travel is to be carried out: \_\_\_\_\_
4. Date when the financial assistance is required: \_\_\_\_\_
5. Description of the proposed research or travel.

Give a brief **1-page** summary of the work being done. Expand this space as necessary, deleting all italicized text on the form.

If the request is for research purposes, describe the research project for which funds are required. Comment on:

- *the objectives and underlying hypotheses;*
- *the present state of the knowledge bearing on the proposed project;*
- *research design and procedures, including methods, analyses and criteria for evaluation of the results;*
- *significance of the research for your field of study;*
- *expected short-term outcomes and long-term outcomes (e.g., publications, presentations, external grants, etc. based on this research project).*

If the request is for conference attendance purposes, include:

- *the name and location of the conference to be attended;*
- *the conference dates;*
- *dates of travel;*
- *whether you are participating in the conference (e.g., presenting a paper, conducting a workshop, moderating a session, etc.);*
- *if applicable, the title of your presentation*
- *whether the presentation has been accepted (if the presentation has been accepted, attach notification of acceptance; in any case, funds will not be disbursed until notification has been received by the Research Committee).*

#### 6. Budget of anticipated expenses.

Give a detailed breakdown or budget of the estimated expenses. Expand this space as necessary, deleting all italicized text from the form.

Written quotes for air fare, train fare, accommodation, and/or equipment costs should be included if available. If travel expenses are involved, provide the rate for the least expensive mode of transportation.

7. **For RESEARCH APPLICATIONS ONLY**, provide a detailed budget justification.

**On a separate page**, provide an adequate justification of your anticipated expenses. To avoid arbitrary decisions on the appropriate level of funding, detailed explanations of costs must be provided.

8. **Total amount requested in Canadian funds:** \_\_\_\_\_

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE