

DEPARTMENT OF THEATRE, FILM, AND MEDIA ARTS

Application for Graduate Research and Project Grants

The Department of Theatre provides small grants to support the research and scholarship of current graduate students pursuing a MA, MFA or PhD in Theatre.

FUNDS

Funding for Graduate Research and Project Grants may come from several sources:

1. **John C. Morrow Memorial Fund:** Established June 12, 1980, by his students, colleagues and friends. Income provides research/travel grants for graduate students in the Department of Theatre.
2. **Aida Cannarsa Snow Endowment Fund:** Established February 7, 2003, from her estate through The Foundation. Income provides need-based scholarships to undergraduates/graduates with a major or specialized interest in the Departments of Art, Art Education, History of Art, Theatre or Dance.
3. **The Kirby Kennedy Wyatt II Scholarship Fund in Theater Technology and Design:** Established June 2, 1995, with a gift from Kenyon and Camilla Whitright of Colorado Springs, Colorado; used to provide one or more scholarships in varying amounts to students in the College of the Arts who have demonstrated exceptional talent and ability in theatre and who are pursuing a major in Theatre Technology, in the area of set, costume, lighting or sound design. Income may also be used, at the discretion of the chair of the Department of Theatre, to provide financial grants in the form of travel expenses, conference fees, and exhibition support to these recipients for participation in professional conferences.
4. **Art of the Now Fund:** Established November 16, 2018, with a fund transfer by the Department of Theatre of proceeds from the sale of The Art of the Now: Introduction to Theatre & Performance; used to provide financial grants to students studying in the Department of Theatre to assist with travel expenses, conference fees, performance or exhibition support, job interviews or other extraordinary experiences.
5. **Dr. Katie Whitlock Memorial Fund:** Established June 8, 2018, with gifts from Dr. Adele Bealer; used to support graduate students enrolled in the College of Arts and Sciences who are majoring in the Department of Theatre, are participating in the London Theatre Study Abroad Program or its successor and demonstrate financial need. Funds can also support graduate students participating in other international travel for research.

TIMELINE

All Applications for Graduate Research Support are due on the following schedule:

- Autumn Deadline:** 1st Monday in October for events from June 1 (prior to deadline) - February 28 (after deadline)
- Spring Deadline:** 1st Monday in February for events from October 1 (prior to deadline) - June 30 (after deadline)
- Summer Deadline:** April 10th for events from July 1 (after deadline) - October 31 (after deadline)

DISBURSEMENT

All awards will be disbursed as a scholarship unless other arrangements are made with the Department Manager. Awards may be made for both future events and retroactively for events that have already occurred within the funding period. Retroactive funding is not guaranteed but applying after-the-fact will not factor into the committee's review of the proposal.

If students are not able to accept funds as a scholarship, they must meet with the Department Manager in advance in order to create a Spend Authorization and ensure your project complies with the University's Travel Policy. Awards disbursed as travel funds may only be used for future projects.

APPLICATION AND REVIEW PROCESS

Applications must be signed by the advisor to be considered complete. Completed applications should be [submitted online](#) by 5pm on the application deadline.

Following the deadline, a faculty committee will consider all applications. Award amounts are dependent on the number of qualified applications and available funding. Once award decisions have been made, the Academic Program Coordinator will notify applicant of committee's decision. All awardees will be required to submit a short final report and photo following within 30 days following the project or event. Students who fail to complete the final report may not be eligible for future funding support and current research funding may be rescinded.

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APPLICATION AND REVIEW PROCESS

NAME

STUDENT/EMPLOYEE ID

ADVISOR

DEGREE PROGRAM

PROJECT START DATE

PROJECT END DATE

PROJECT PROPOSAL

Include a statement of 100-500 words to describe your research or opportunity. Please explain why this project or conference is important to your course of study and describe your goals and/or anticipated outcomes. Be as detailed as possible. Include the title of paper or presentation, if applicable.

Does your project involve travel? If yes, please include the location of the Event or Conference:

Will your project require you to be absent from any class meetings or obligations related to your Graduate Associate Appointment? If so, please describe.

YES

NO

This Application for Graduate Research Support does not take the place of the required Extra-Curricular and Research Project Approval form. Requirements and procedures are outlined in Section 8 of the Department of Theatre Graduate Handbook.

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BUDGET

DETAILED BUDGET

Please include all expenses you might incur for this project/travel, even if you are not including all expenses in your request. The committee would like to know the full scope of the expenses to better inform funding decisions. We recommend referencing the University's Travel Website for helpful information about planning academic and business travel. (Required for those creating a Spend Authorization.)

TRAVEL	<i>Air</i>	<i>Car</i>	<i>Bus</i>	<i>Train</i>
GROUND TRANSPORTATION				
LODGING				
REGISTRATION FEES				
MEALS				
OTHER EXPENSES				
<i>Description</i>	<i>Amount</i>			

Include any explanation or additional information about your budget and expenses below.

Have you applied for or received funding from any other source? If so, please include details of each source.

<i>Source</i>	<i>Amount</i>	<i>Confirmed</i>	<i>Tentative</i>
		<i>Confirmed</i>	<i>Tentative</i>
		<i>Confirmed</i>	<i>Tentative</i>

TOTAL COST OF PROJECT:

TOTAL FUNDING FROM OTHER SOURCES:

TOTAL AMOUNT OF FUNDING REQUESTED:

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FUNDING METHOD

Your ability to accept a scholarship is dependent on the value of your total financial aid package and Cost of Attendance. The Cost of Attendance can often be raised to reflect additional costs associated with academic projects and requirements. More information is available at sfa.osu.edu, and questions about your financial aid status can be directed to the Buckeye Link office.

Yes, I can accept the award as a scholarship.

I can accept the award as a scholarship with an adjustment to my Cost of Attendance.

No, I cannot accept a scholarship and will request a Spend Authorization for travel.

(Not possible for retroactive requests. All funded travel must place after October 20th for the Autumn funding cycle and after February 22nd for the Spring funding cycle.)

SIGNATURES

I have reviewed the full project proposal and approve the project as part of my advisee's academic work. I support this request for departmental support.

Advisor Signature _____

Date _____

I verify that all the information is submitted is correct to the best of my knowledge. I acknowledge that my application will not be considered unless all materials have been received by the application deadline. I understand that funding is awarded to support this specific project. If the project is not completed or does not take place, I will alert the Academic Program Coordinator and may not be entitled to awarded funds.

Student Signature _____

Date _____