

DEPARTMENT OF THEATRE, FILM, AND MEDIA ARTS

Application for Undergraduate Special Project Grants

The Department of Theatre, Film, and Media Arts provides small grants to support the research, scholarship, and professional development of current undergraduate students enrolled in the department's major degree programs. Funds may support costs associated with internships, workshops, conferences, summer festivals, or other special projects.

TIMELINE

Applications for Undergraduate Special Project Grants are awarded twice per year but may be accepted on a rolling basis.

Annual deadlines: April 1 and October 1. Applications submitted by deadline will receive priority. Applications can be submitted at other times of the year for valid projects until fiscal year funds are exhausted. Funding is not guaranteed.

APPLICATION AND REVIEW PROCESS

1. Meet with a faculty member to discuss your application. Applications that have been discussed, thoughtfully written, and have a faculty champion are more likely to receive funding. We recommend meeting with a person whose area is most closely related to your project or travel. (Example: meet with a member of the Design & Technology area for support to attend USITT.) If you would like a recommendation on which faculty to speak with, please contact theatreandfilm@osu.edu or review the faculty page at: theatreandfilm.osu.edu/people.
2. Applications should be submitted by email to theatreandfilm@osu.edu. Please include a completed application form (including a detailed budget) and a current resume. Applications must be signed by your faculty contact upon submission.
3. Once the application is submitted, a scholarship committee will consider all applications. Award amounts are dependent on the number of qualified applications and available funding. Please note that funding is competitive and not guaranteed.
4. The Committee will notify the applicant of committee's decision and next steps. Recipients will be required to submit a short final report and photo within 30 days following the project or event.

DISBURSEMENT

You must be actively enrolled in an undergraduate program at the Ohio State University during the semester of the funded internship to receive financial aid. Scholarships are not available to graduating students or recent alumni. Scholarship funds are made as a credit to student's Statement of Account through the Ohio State University Office of Student Financial Aid during the semester of enrollment. The total amount of financial aid a student can receive, including scholarships and other gift aid, cannot exceed their Cost of Attendance (COA). Because scholarship funds are applied directly to your Ohio State bursar account, you must have enough available room within your COA to accept the award. Please consider your available COA when determining the amount you request. If you would like to know exactly how much room you have remaining in your COA, please contact the Office of Student Financial Aid. in advance, as they can review your individual financial aid package and verify your ability to accept additional scholarship funding, or discuss whether a Cost of Attendance appeal may be appropriate if you can document educational expenses that are not currently reflected in your COA.

Funding for Undergraduate Research and Special Project Support in the Department of Theatre comes from:

- The Aida Cannarsa Snow Endowment Fund, established in 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.
- The Charles and Susan Newirth Innovation Fund in Moving-Image Production, designated for experiential learning opportunities for participants to expand upon skills learned in the classroom, applied practically through work with industry mentors.

Questions about the application or process should be emailed to theatreandfilm@osu.edu

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PROJECT DETAILS

NAME

OSU EMAIL

MAJOR/MINOR(S)

ANTICIPATED GRADUATION DATE

PROJECT START DATE

PROJECT END DATE

PROJECT PROPOSAL

Successful proposals typically include either a substantial instructive component or identify a specific outcome or product for the project such as a written research project, short film, conference paper or publication. We do not award funds through this process for any applications directly related to a specific course (e.g. MIP senior projects, dept study tours, skills tests offered as part of a university course, design projects, etc.).

Include a statement of 200-500 words to describe your opportunity.

Please explain why this project, internship, conference, or experience is important to your course of study and describe your goals and/or anticipated outcomes. Be as detailed as possible. Include the name of the organization you will be working and/or studying with, if applicable.

Does your project involve travel? If yes, please include the location you will be traveling to:

Have you applied for or received funding from any other source? (i.e. If so, please list each source and whether funding is confirmed or tentative.

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BUDGET

Please include all expenses you might incur for this project/opportunity 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.

Transportation	Amount	Details
Airfare		Depart ____/____/____ Return ____/____/____
Ground Transportation (public, fare)		
Rental Car or peronal gas mileage		\$_____/day x ____ days
Parking		\$_____/day x ____ days
Lodging	Amount	Details
Hotel room or rental charges		\$_____/nt x ____nts x ____% tax
Conference/Event Fees		
Membership dues, licensing fees		
Registration or program/entry fees		
Specialized software, equipment		
Audition, portfolio materials		
Other Expenses		
Tuition (internship/ind study,etc)		
TOTAL:		

I certify that I have reviewed my current Cost of Attendance (COA) and have sufficient remaining eligibility to accept the amount requested, or I understand that any award will be reduced to comply with federal financial aid regulations.

Yes, I confirm I am able to accept the requested amount:

☐

I have reviewed the project proposal and support this request for departmental support.

Faculty Signature _____ Date _____

I verify that all the information is submitted is correct to the best of my knowledge. 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 _____