

Academic Enrichment Grant Application

Spring Semester

Deadline: April 21, 2014

Submit Completed Application & Supporting Documents to USG Office, Room 2088, Ohio Union

Undergraduate Student Government (USG) and the Office of Undergraduate Education recognize that the academic experience is not limited to the classroom.

To that end, we are proud to offer Academic Enrichment Grants (AEGs) ranging from \$100 to \$1,200 to fund such learning

experiences for individuals. Be aware that the median award offer is closer to \$700, while grants of up to \$1,200 will be more limited. Applicants

not receiving the full amount requested can accept or decline any funding offer they may receive.

New recipients are selected during application cycles in November, February and April.

Funds are available for students of all undergraduate majors and can be utilized for a variety of purposes, including, but limited to, research, creative work, and professional development.

What can be funded?

Some examples of fundable expenses are:

- materials and supplies: chemicals, animals, lab fees, other material project support, etc.
- travel: conference or special workshop fees, airfare or gas, hotel expenses.
- media and technology support: publicity support or presentations of creative work, equipment or online journal subscriptions

What can't be funded?

Some examples of non-fundable expenses are:

- general OSU or study-abroad tuition
- non Columbus campus students
- projects occurring after student's undergraduate graduation
- student organization expenses (AEGs are for individuals)
- compensation/rewards for research study participants
- expenses related to a job
- professional or graduate interview expenses

Overall, AEGs are intended to finance collegiate learning experiences that occur beyond time in class. The above list is not exhaustive and all students pursuing projects that will enrich their undergraduate experience are encouraged to apply.



Are you eligible?

Recipients generally eligible should be full-time (12 semester credit hours or more) to be considered eligible for USG funding, although part-time enrollment with heavy research emphasis will be considered (Columbus campus only).

Application Components

AEG applications must include each of the following to be considered for funding. Applications missing any part will not be considered. Please pay close attention to these instructions as they may differ from past applications.

- 1. Basic Information and Academic Information - Page 4 of this document**
- 2. Project Information and One Reference - Page 5 of this document**
- 3. Reference - Instructions on Page 3**
- 4. Budget Proposal - Instructions on Page 3**
- 5. Project Proposal - Instructions on Page 3**
- 6. Advising Report - (from “Advising Report” on buckeyelink.osu.edu)**

Where do I submit the application?

Submit entire application, including your budget proposal, project proposal and advising report to:

USG Office, Room 2088, Ohio Union, by April 21, 2014

Have any questions, or would you like additional information?

Feel free to email Brennan Hall at hall.1736@osu.edu or go to go.osu.edu/AEG for additional information on the program.

****USG fully adheres to the university non-discrimination statement****



Budget Proposal Instructions

Submit a budget proposal with your project. For some projects, you may already have been provided with a budget; this is the case for study abroad students who receive a Financial Aid Study Abroad Budget Letter. However for many applicants, you will need to compile a list of expenses. Should you be selected for a grant, an official budget form will be provided to you to complete and return.

Your budget should include:

- expense items
- total project cost
- amount and items that would be funded by AEG
- vendor for each item, if known

Project Proposal Instructions

The project proposal should be no more than two typed double-spaced pages and include the following:

- project description
- objectives
- why you are suited to undertake the project
- any work already accomplished on the project
- personal significance of project to your overall academic experience

Reference Instructions

The reference can be any faculty or staff member who has influenced you to pursue a project. Academic advisors, graduate teaching assistants, lab instructors, professors, and student organization advisors are all suitable.

If you wish, a letter of recommendation can be used along with your reference information to determine your grant eligibility. Please attach the letter of recommendation along with the end of your application. Or if the individual wishes, he/she may confidentially email hall.1736@osu.edu to be included in your application materials.



Basic Information

Full Name: _____

OSU Email Address: _____

OSU ID Number: _____

Local Address: _____

Permanent Address: _____

Phone: _____ (xxx-xxx-xxxx)

First term at OSU Columbus: _____ (term/year)

Academic Information

OSU College(s): _____

Major(s)/Minor(s): _____

Cumulative OSU GPA: _____

Expected Graduation Date: _____

Have you ever participated in the Denman Forum? YES NO (CIRCLE)

Do you expect to pursue education beyond a bachelor's degree?

If so, which degree(s)? _____

If any, what other research projects have you been involved in?



Project Information

Project Title: _____

Faculty/Staff Project Advisor (Name and Department): _____

Faculty/Staff Advisor Email: _____

Advisor Phone #: _____

Other sources of funding and amounts, if any: _____

Term grant will be used: _____

Amount requested (\$100-\$1,200): _____

(If requesting an amount over \$501) If selected for a grant, you may not be offered the full amount requested. The median award amount offered is closer to \$700

Would you be able to receive a partial award? YES NO (CIRCLE)

Reference

Faculty / Staff Name: _____

Title: _____

Reference Email: _____

Reference Phone #: _____

Reference's relation to you: _____



I attest that all information I provide in my complete application is correct to the best of my knowledge.

Should I be selected for an Academic Enrichment Grant, I agree to send an official receipt of my expenses, illustrating specifically how the funds that I have been awarded were utilized, to the Undergraduate Student Government Academic Enrichment Grant Committee, no later than three months following the conclusion of my project. [This can be done by sending an official receipt of expenses to USG.AEG@gmail.com]

By providing your signature, you release your application and academic records for evaluation and selection at the sole discretion of a student panel assembled by the Undergraduate Student Government. You agree to utilize the funds from this grant, if received, solely for the approved academic purposes outlined in the Academic Enrichment Grant application that has been provided to you. Failure to comply with any of the guidelines or restrictions set forth by the Undergraduate Student Government, or the Office of Undergraduate Education, could result in further review of your application materials, and if deemed necessary, a reversal of your application decision.

Signature: _____

Date: _____