**Paula A. Treckel History Department Fund**

**Kenneth K. Robertson ‘65 Fund**

**Funding Application**

* Student Instructions:
* Complete this form.
* Return this form and a 1-2 page typed proposal, which includes an overview of the research project and an explanation of the research to be undertaken, to the History Research Director (a faculty member in the History department) directing your research project.
* Please note:
	+ All expenses **must** be approved in advance of expenditure in order for that expense to be considered for funding. **All actual expenses must have receipts in order to be reimbursed.**
	+ If you are approved for travel expenses you will need to submit your fuel receipts along with a reimbursement form as mileage is not reimbursable.
* History Research Director:
* Your student is applying for funding from the Kenneth K. Robertson ’65 or Paula A. Treckel Fund. To indicate your support of this request, please sign at the bottom of the form, and then submit this form to the Chair of the History Department.

Date of request: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student name (print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student ID #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_­­\_\_\_\_\_­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Campus Box #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

History Research Director: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Detailed budget of project:

|  |  |  |
| --- | --- | --- |
| Item | Quantity | Cost |
|  |  | $ |
|  |  | $ |
|  |  | $ |
|  |  | $ |
|  |  | $ |
|  |  | $ |
|  |  | $ |
|  | PROJECT TOTAL | $ |

Total amount requested from the Treckel/Robertson Funds: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Funding that you are receiving from other sources (Class of 1939 Senior Research Fund, ACCEL, ASG): $\_\_\_\_\_\_\_\_\_\_\_\_

Write a 1-2 page proposal which includes an overview of the research project and an explanation of the research to be undertaken. Attach the proposal to this completed funding application and submit to your History Research Director.

Signed (student): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Approved (History Research Director): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Approved (History Dept. Chair): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Total Amount Authorized by Dept. Chair: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Estimation)

 Revised 11-19-15