Date of Application:

EMMF Main Application Form

New and One-time Projects

# This application is for the following category (please check off box below):

|  |
| --- |
|[ ]  Educational innovation |
|[ ]  Research development & support |
|[ ]  Professional development, administration & community participation |

# Title of project or event: (full title)

# Applicants/organizers of event:

|  |  |  |
| --- | --- | --- |
| Name | Project Role | Email |
|  |  |  |
|  |  |  |

# Brief description of project *(1000 words or less):*

# Goals, objectives, and rationale for the project *(please refer to category criteria):*

# Relevance to application category *(question 1; please refer to criteria):*

# Relevance to the strategic priorities of the School of Social Work *(Appendix G):*

#  Methodology or process (including ethics review, involvement of faculty and/or students where relevant to funding criteria) including, where relevant, collaborations:

# Implementation plan, timelines, and estimated date of completion:

# Any related projects or scholarship that this project builds upon:

# Evaluation plan (please refer to criteria regarding impact on student learning; contribution to research, impact on professional development or impact on community participation). Please articulate methods and metrics to be used.

# Any related projects that will follow from completion of this project:

# Budgetary details (full cost breakdown) with justification/narrative for the expenses and, if relevant, how funds will be leveraged to secure external funding:

## Budget justification/narrative:

## Full budget cost breakdown: *If funding is for multiple events, over multiple academic years or terms, please submit the “additional budget file” and indicate “see attached” in budget table below.*

Term in which expenses will be incurred:

|  |
| --- |
| ***Example*** |
| *Item* | *Information* | *Amount* |
| *Room* | *Terraanga Commons conference rooms* | *$565.00* |
| *Food* | *Aramark Catering, sufficient items for 40 people* | *$400.00* |
| *Gift* | *Gift for speaker* | *$100.00* |
| *Honorarium* | *Honorarium for Elder to open and close event* | *$400.00* |
|  | *Total:* | *$1465.00* |

|  |  |  |
| --- | --- | --- |
| Item | Information | Amount |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  | Total: |  |

# References (if relevant) and supporting material:

# Implications for social work practice, profession, and/or education within the School of Social Work and beyond: