



*Friends of the Humanities*  
**Grant Application Form**

This Box is for FOH Use		
Date Submitted _____	Accepted _____	Denied _____
Date of Notification _____	Report Form Received _____	

Grant Application is for: Fiscal year \_\_\_\_\_ Spring \_\_\_\_\_ Fall Semester

Name of Applicant: \_\_Mr. \_\_Mrs. \_\_Ms. \_\_Dr. \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ FAX: \_\_\_\_\_ Email: \_\_\_\_\_

Department \_\_\_\_\_ Amount Requested: \_\_\_\_\_

Purpose of Grant:

Date of Project/Event, if applicable: \_\_\_\_\_

Brief Description of the Project/Event and/or Use of Grant Funds. Be sure to include the date of the project/event (if applicable), the number of students served (if applicable), and a breakdown of costs. Attach additional paper if necessary.

Intended Outcome: (Attach additional paper if necessary.)

Were other grants or funds requested/received? \_\_\_\_\_  
If yes, where/how will our funds be used?

If your application is funded, to whom should the check be made payable?

Provide mailing address to which the check is to be sent if your application is funded.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



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### Rules for Grant Applicants

1. No monies will be disbursed without this Application.
2. To be considered for a grant, all deadlines must be met. See our *Guidelines for Funding Grant Proposals* on Page 3 to assure that you qualify.
3. Application deadlines:
  - For Spring Semester – October 1. Grant money will be awarded before the end of the Fall semester.
  - For Fall Semester – February 1. Grant money will be awarded before the end of the Spring semester.
4. Applications must be submitted by both email and hard copy with original signature by regular mail to:
  - a. Regular mail: **Friends of the Humanities, P.O. Box 53581, Lafayette, LA 70505-3581.**
  - b. Email :
    - Faculty in the College of the Arts should forward grant applications to:  
Renate Dohmen (Dept. of Visual Arts),  
College of the Arts Liaison to the Friends of the Humanities  
**brd4231@louisiana.edu**
    - Faculty in the College of Liberal Arts should forward grant applications to:  
Kim Todt (Dept. of History),  
College of Liberal Arts Liaison to the Friends of the Humanities  
**todt@louisiana.edu**
    - Grant applications representing other entities within the university that deal with the humanities must submit two hard copies, one for the President, one for the Grants Committee Chair. Send Email copies to: **FO Humanities <foh70505@gmail.com>**
5. Retain a copy of your application for your own files.
6. If your application is funded, you will be required to submit a **Grant Recipient's Report Form** within one month following completion of the project or expenditure of Grant Funds.
7. Equipment and materials purchased through grants funded by Friends of the Humanities should be labeled as such. Funding by Friends of the Humanities for programs, events, presentations, and performances is to be acknowledged in print.
8. Grant recipients who do not return the follow-up report form will be ineligible to apply for grant money in the future.



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### GUIDELINES FOR FUNDING GRANT PROPOSALS

1. Faculty from the following disciplines are eligible to apply for grants:  
College of the Arts: Fine Arts/Architecture  
Music/Performing Arts  
College of Liberal Arts: English  
History/Philosophy/Geography  
Modern Languages  
Sociology/Anthropology
2. Proposals for funding shall be primarily for either humanities classroom instructional materials (i.e., videos, A-V equipment, DVDs, and art supplies) or humanities course enhancement (i.e., guest speakers, lectures, concerts, performances, symposia, and/or development of new courses.)
3. Proposals are to be submitted using the **Friends of the Humanities Grant Application Form**, which can be obtained from and returned to the appropriate liaison of the College of the Arts or the College of Liberal Arts, depending on the department.
4. Application deadlines for **Spring Semester—October 1**, with grant money to be awarded before the end of the fall semester; **Fall Semester—February 1**, with grant money to be awarded before the end of the spring semester.
5. The Coordinator submits proposals to the Friends of the Humanities Grants Committee. The Grants committee makes and announces final grant decisions within 30 days of each deadline.
6. If your application is funded, you will be required to submit a **Grant Recipient's Report Form** within one month following completion of the project or expenditure of Grant funds. These forms are available through the college liaisons.
7. Grant recipients who do not return the follow-up report from will be ineligible to apply for grant money in the future.

### MATHE ALLAIN FELLOWSHIPS

Fellowship are awarded from the net earnings of a \$20,000 fund which was established to assist humanities faculty members in course enhancement, such as student attendance at museum exhibits or humanities-based field trips (\$200 maximum), speakers to enrich a course (\$300 maximum), and travel for new course development (\$250 maximum). The application forms and steps outlined above are to be used for the Allain fellowships.