



EASTERN OREGON
UNIVERSITY

**Eastern Oregon University Foundation
Faculty Project Fund
Updated 9/07/07**

Rationale:

The EOU Foundation Faculty Project Fund is intended to support EOU Faculty projects and initiatives including, but not limited to; professional development, research and creative endeavors. The Foundation hopes that these grants will foster a sense of involvement and friendship between the faculty and the Foundation.

Criteria:

The possible uses for the fund are not specifically constrained although, generally, the following criteria apply:

- ◆ The proposal targets improvement in the quality of and/or access to academic programs,
- ◆ The proposal originates with faculty and is a priority for faculty,
- ◆ The proposal does not seek funding for expenditures for which other sources of funding are available,
- ◆ The proposal supports the current stated strategic objectives of the University and/or the unit from which the proposal comes, *
- ◆ Funding will not generally be granted for student travel or meal expenses.

Funding for any single purpose will not generally exceed \$500.

Process:

Please fill out the form on the following page describing your project. When completed forward the application to the appropriate Dean who will then forward it to the appropriate Vice President. The Foundation Executive Board makes the final decision on the funding of proposals. Applications will be considered by the EOU Foundation or appointed individuals on a quarterly basis and are **due in the Advancement Office by 4:30 PM on January 15, April 15, July 15, and October 15**. Incomplete applications will not be considered. Generally, the faculty will hear of the Foundation's decision within two weeks of submission.

Urgent or unexpected funding requests may be considered outside of the dates listed above given prior approval by University Advancement staff. Please call 541-962-3740 or send an email to advancement@eou.edu for more information.

*(Projects involving or closely related to the University's current strategic objective of student recruitment and/or student retention will be given priority).

EOU Foundation Faculty Projects Fund Application

Project title:	
Contact Name:	
Phone:	Email:
Amount Requested:	
Date funds needed: (After approval a check will be issued within two weeks)	
Brief budget summary (please identify other sources of funding and state whether they have been secured or are being sought):	

Upon completion, please send this form to the appropriate Dean and VP for signatures.

Dean Signature: _____ **Date** _____

Comments: _____

VP Signature: _____ **Date** _____

Comments: _____

For official use only:

Date received by UA:			
Foundation Finance Committee:	Approved	Denied	
			Amount: _____
			Date: _____