RUSSELL FOUNDATION GRANT GUIDELINES

The Department of Visual Arts received a grant from the Russell Foundation to be used in support of approved student projects. The annual sum will be determined by the amount of income generated from the endowment. Grants will be awarded to both graduate and undergraduate students in the areas of studio and art history or art criticism/theory. Distribution of the annual amounts awarded will be determined by the Russell Foundation grant committee each year.

Russell Foundation Grants are awarded by the Foundation once a year at the end of Fall Quarter. Funds awarded must be spent by the end of registration time for students who will be graduating. The annual sum will be divided between the graduate program (MFA and PhD), and the undergraduate program for Visual Arts majors, including at least one undergraduate award in art history or art criticism/theory and the other in studio art. The maximum award for a graduate student is $1,500 and the maximum award for an undergraduate student is $500.

The purpose of the grant is to further the applicant’s study or practice of art, but will not include the payment of fees or tuition. Each applicant will submit a detailed proposal for the use of the money, as well as a budget outlining exactly how the money would be spent. Supplementary material (slides, sketches, tapes, etc.) must be included to support each application. All applications must be typed. A letter from a faculty member supporting the proposed project must be included with each undergraduate application only (graduate students do not need a letter). Late applications will not be accepted.

Art history applicants must define their projects carefully, state the goals and the means to realize them, show feasibility, and demonstrate that travel to a particular destination is necessary to access specific resources which cannot be obtained closer at hand. All Undergraduates confer with a faculty member in the formulation of the proposal and enrollment in a 199 special studies course is necessary since the faculty member signing the proposal will also supervise the 199.

Grant funds might be used to support a wide variety of specific project needs including supplies, expendable equipment, xeroxing, printing/graphics, short or long distance travel, film, lab supplies, dark room time, etc. Projects will be judged by the Visual Arts faculty for the Russell Foundation on the basis of promise, feasibility, and quality of the proposals.

Visual Arts students are eligible for only one grant during their student careers. Undergraduates must be advanced standing students, having completed 90 quarter units, and must maintain an academic grade point average of at least 3.0 in the Visual Arts major. All graduate students are eligible. In the case of projects which last longer than one quarter, all students must maintain 3.0 cumulative grade point averages (as evidenced by checking quarterly transcripts on behalf of the Foundation) in order to continue to receive funding. Students must be enrolled full time during the entire period of the award, and funds awarded must be entirely expended before graduation.

Applications will be accepted for the 2008/2009 granting period between November 1 and 26, 2008. Applications should be delivered to either the Undergraduate Coordinator (Kate Edwards) or one of the Graduate Coordinators (Erin Roberts for PhD, or B.J. Barclay for MFA) by Monday, December 13, 2008 to be considered for funding. Awards will be made by the Russell Foundation at the beginning of Winter Quarter and students will be notified immediately thereafter.

Funds for the accepted projects will be placed on deposit with the University of California, San Diego, and will be administered on reimbursement basis through the Financial Coordinator (Judi Griffith) of the Department of Visual Arts.