

## **Russell Foundation Grant Application**

*The Department of Visual Arts received a grant from the Russell Foundation to be used in support of approved student projects. Grants will be awarded to both graduate and undergraduate students in the areas studio, art history, art criticism, art theory, and/or art practice. The purpose of the grant is to further the applicant's study or practice of art (not to be used towards the payment of campus fees or tuition). Graduate students may receive a maximum award of \$2,500 and undergraduate students may receive a maximum of \$1000. Distribution of the award will be determined by the Russell Foundation grant committee each year and judged on the basis of promise, feasibility, and quality of the proposals. Funds for the accepted projects will be placed on deposit with the University of California, San Diego, and will be administered on a reimbursement basis through the Financial Coordinator of the Department of Visual Arts.*

### **Eligibility:**

Visual Arts students are eligible for one Russell Grant during their student careers. Undergraduates must be advanced standing, have 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 average throughout the duration of the project 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.

### **Application requirements:**

All applications must be typed, have documentation and supplemental materials attached, and be submitted by the application deadline. Incomplete or late applications will not be accepted. The following items are required for submission:

1. **Proposal:** Each applicant will submit a detailed 1-3 page proposal defining their project carefully. The proposal should state the goals/objective for the project and the means to realize them, show feasibility of the project, and clearly explain how the funding would be used in completion of this project. Graduate students with projects that include travel will need to also explain how travel to a particular destination is necessary to access specific resources which cannot be obtained without travel.
2. **Supplemental Materials:** Supportive materials (such as slides, sketches, scripts, etc) must be included to support each application.
3. **Budget:** Grant funds might be used to support a wide variety of specific project needs including supplies, expendable equipment, equipment rentals, Xeroxing, printing/graphics, short or long distance travel, film, lab supplies, dark room time, etc. An itemized budget will be required to outline exactly how the funding would be spent, if awarded.
4. **Faculty Letter of Support:** UNDERGRADUATES ONLY will need to provide a letter from a faculty member indicating their support of the proposed project.

### **Deadline and Award information:**

Application will be DUE to the Visual Arts Department Main Office (MANDE 216) no later than **Monday, November 28, 2016 by 12:00PM**. Awards will be determined by the beginning of Winter Quarter and students will be notified immediately after.

**Russell Foundation Grant Application**

Name of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number \_\_\_\_\_

Email Address \_\_\_\_\_

Title of Project \_\_\_\_\_

Project Area (Art History/Criticism/Theory, Media, Studio, Computing) \_\_\_\_\_

Project Date for Completion \_\_\_\_\_

List all current or previous funding for this project (US Grant, Travel Grant, Class Project Grant, Grad Research Grant, etc) including any amount, if any:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**To be submitted to the Visual Arts Department by Monday, November 28, 2016 by 12:00PM:**

- Completed Application Form
- Proposal
- Supplemental Materials
- Budget
- Faculty Letter of Support (UNDERGRADUATES ONLY)

**For Russell Foundation use only:**

Eligibility Certified: \_\_\_\_\_ Funds granted to be spent by: \_\_\_\_\_

Total Units Completed: \_\_\_\_\_ GPA at present: \_\_\_\_\_