Project Funding Form

Experiential Learning Network

This form should be used by individuals and groups who are working on a project from ELN’s Project Portal. If you are submitting this form as a group, note that some fields require you to submit information for ALL group members.

In addition, all students **must** have completed the Project Preparation Digital Badge to be eligible for funding.

**Project Description**

Describe the project in terms that are comprehensible to a non-specialist.

Address each prompt below when writing your project description:

- What need or challenge will your project address?
- What product or output will result from your project?
- How will the project connect with a broader context (i.e. to larger projects in your field, larger issues in the world, etc.)?
- If you are working in a group, what specific tasks will each person be responsible for?

**IRB/Animal Subjects Protocol Number (if applicable):**

All students and faculty involved in human research at UB must complete initial training in human research subject protection. No research involving human beings can commence until it has been approved by one of UB’s Institutional...
Project Preparation

How does this project support or align with each group member’s individual academic and professional goals? *

In order to receive funding, all students in the group must complete the Project Preparation Digital Badge. Please submit the link to each of your badges as proof of completion. *

Funding Expectations

In order to be considered for project funding, all students must agree to:

- Present on project outcomes at the Celebration of Academic Excellence in April 2020.
- Complete the Project Engagement Digital Badge and Project Reflection Digital Badge within one semester of project completion.
By checking the box below, I/we agree to complete the funding expectations above. *

☐ I/we agree

Budget and Funding Justification

*Please note: requested funds must directly support undergraduate student projects. Examples of appropriate budget items include project materials, equipment and travel.*

- Itemize the various expenses for which funds are requested, including materials, equipment, travel, etc. Be as specific as possible.
- Provide the exact link to the vendor for each budget item, if available (instead of www.amazon.com, use https://amzn.to/2xPNE56 to go directly to the item’s page).
- Describe why each budget item is necessary and essential to the project

Use the following format:

Item name, cost of item, description of need, link to item

If you anticipate funding from other sources, list the (1) name of the funding source, the (2) amount and (3) description of how the funds will be spent.
Is this project dependent upon receipt of these other funding sources?

- Yes
- No

Please explain and share the funding notification deadline(s) of other source(s). *

Per the project profile page, this project is: *

- Faculty-led research or creative activity
- Community project (partner-led, local and global projects)

Applicant Information

Your Group's Proposed Project Title *

Project Title in Project Portal (if different from group's proposed project title)

How many students are in your project group? *

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Given the constraints of this online form, only Applicant #1 will receive an email confirmation after you submit your application. It is the responsibility of Applicant #1 to forward the email confirmation and copy of your application to other group members, at your discretion.

Applicant’s Full Name *

UB Person Number *

UB Email Address *

Phone Number *

Class Level *

Freshman

Class Year (the year you anticipate graduating with your Bachelor’s degree) *

2020

Major(s) *

Applicant #2
Applicant’s Full Name *

UB Person Number *

UB Email Address *

Phone Number *

Class Level *

Freshman

Class Year (the year you anticipate graduating with your Bachelor’s degree) *

2020

Major(s) *

Project Affiliations

Project Mentor’s Full Name *

Project Mentor’s Department *
You are about to submit a Project Funding application. Once you submit the application, please submit the appropriate signature form from the ELN Funding website. **Your application is not complete** until you submit both an application and the signature form by the funding deadline.

After the funding deadline, the ELN staff will review all applications and email you directly with a funding decision. This can take between 1-3 weeks, depending on the volume of submissions. After funding decisions are announced, the transfer of funds may take several weeks to be finalized.