Case Western Reserve University

Baker-Nord Center for the Humanities

Application Cover Sheet

**Research Travel Grant**

Funds are available to full-time faculty in the arts and humanities within the College of Arts and Sciences and full-time SAGES instructors at Case Western Reserve University

Before applying, carefully read the application instructions and eligibility requirements.

NAME:
POSITION:

DEPARTMENT:

CWRU ID NUMBER:

MAILING ADDRESS:

EMAIL:
PHONE NUMBER:

In addition to this cover sheet, complete applications must include:

1. A brief description of the research project (maximum 1,000 words) that addresses the following points:

a) overview of the research project;

b) explanation of the need for travel;

c) intended outcomes of the research project.

2. Budget detailing all anticipated expenses and other sources of funding. Please attach to the budget a statement detailing any applications for external grants or fellowships in support of this project, including the name of the granting institution, the amount applied for, and the date by which you will be notified of a decision.

3. Curriculum vitae.

4. Letter of support from the department chair, which should indicate whether or not departmental or other funds (e.g. start-up funds, research account) are available for this project.

Please note that travel funds are available as reimbursement only. Final reports (ca. 500 words) must be received before funds will be released.

Applications must be received by 5:00 pm on the date noted on the Baker-Nord website.

Applications must be submitted electronically to: bakernord@case.edu