

Azusa Pacific University
ASSESSMENT MINI-GRANT APPLICATION COVERSHEET

- A. Academic year (or semester) for which the grant is requested: _____
- B. Amount Requested: ___\$_____
- C. Department: _____ College/School/Student Life: _____
- D. Person requesting the grant: _____ Ext: _____ Email: _____
- E. Person administering the grant: _____ Ext: _____ Email: _____
- F. *Abstract:* In the space below and in 100 words or less, please describe the assessment project for which you are seeking a mini-grant.

APPLICATION: In two or less pages (and attach them to this coversheet), please provide the following information:

- G. *Purpose:* Describe the assessment planning and/or activities for which the grant is sought; be as *specific* as possible and state the exact outcome(s) or goal(s) for the mini-grant project (if needed, use and attach additional sheets of paper).
- H. *Methods:* Describe as precisely as possible the specific methods, steps, actions, etc., you intend to use in accomplishing the assessment mini-grant.
- I. *Budget:* Outline exactly how you intend to use the grant money; be as *specific* as possible and make certain your budget is clearly linked to the purpose stated above, the described methods, covers the amount requested, and distinguishes between materials and personnel expenses.

J. *Other Funding:* Is the requested mini-grant the only funding source for this project? Yes _____ No _____
If NO, please state other sources and the amount(s):

I have read and agree to abide by the stipulations presented in the **ASSESSMENT MINI-GRANT CRITERIA**

Applicant's Signature: _____ Date: _____

Dean/Director's Signature: _____ Date: _____

APPLICANT, PLEASE DO NOT WRITE IN THIS SECTION

Date Application Received: _____ By Whom: _____
_____ Not Funded _____ Funded; Amount: _____ Date: _____
Applicant informed of UAC decision on (date): _____ Contact Method: _____