

COR 101 Instructor Grant Application Instructions



COR 101 Instructor Grants provide an opportunity for instructors to involve their COR class in activities to help integrate the students into the campus and within their respective departments.

The grants can be used in a number of ways...

- Subsidize tickets to off-campus events such as theatre and/or musical or community events
- Cover the cost of transportation to events or field trips
- Fund guest speakers
- Support the cost for fundraising or volunteer activities.

The amount of funding may range between \$50.00 to \$200.00.

There are approximately 20 grants available. However, the number of grants and the amounts may change based on instructor interest and needs.

Instructors interested in applying for a grant should fill out the attached application and **return to the COR office by the third week of class**. Grant applications will not be accepted if submitted after the date of the event/activity.

Applications will be reviewed by the Advisement and Transition office and/or the COR Committee. Upon approval, an award letter/e-mail will be forwarded to the grant recipient.

Thank you for your interest in the COR 101 Instructor Grants.

If you have questions or need additional information, please contact Advisement and Transition at (607) 753-4726.

COR 101 Instructor Grant Application



1. Contact Person responsible for request

Name _____

COR Section # _____

Campus Address _____

Campus Phone # _____

E-mail Address _____

2. Grant Name/Title _____

3. Description of event/activity _____

4. Date of event/activity _____ Time _____

Location _____ Room _____

(Applicant must complete a facilities request form)

5. Do you plan on publicizing the event/activity? _____

If yes, describe the publicity and promotion to be used _____

6. Grant budget (This information must be filled out in detail if application is to be considered for funding)

Honorarium \$ _____

Travel \$ _____

Type of transportation _____

Traveling from _____

Lodging \$ _____

Publicity and Promotion \$ _____

Type of publicity _____

Other Expenses
(Please be specific) _____

TOTAL EXPENSES \$ _____

AMOUNT OF
FUNDING REQUESTED \$ _____

Please return this application by the third week of class to:
Advisement and Transition, Memorial Library A-111
or fax (607) 753-5593

For information, call (607) 753-4726.