**SUNY Cortland**

**Sociology/ Anthropology Student Engagement Fund Application**

The Student Engagement Fund is designed to promote research, engage experiential learning among Majors in the Sociology/ Anthropology department. Funding supports travel to field sites and conferences, purchase of materials and equipment, and access to libraries and other research facilities. In addition to completing the application form, applicants must provide relevant documentation such as acceptance letter and program descriptions. Faculty may apply for funding for student-centered activities. Neither faculty nor students may use the award for personal compensation. Students may only apply once in any given academic year.

**Types of Payment**

Applicants may apply for payment in advance or reimbursement.

**Maximum Support**

The maximum support for travel is $500; equipment purchases, $150; facility access, $100; and other student-centered activities, variable and at the discretion of the Committee.

**Application Cycles and Deadlines**

The Fund has four application cycles.

The deadline for the fall cycle is October 1st. Support includes reimbursement for qualified activities that took place the previous summer and payment for qualified activities that occur during the current academic year.

The deadline for the winter cycle is December 1st. Support provides payment for qualified activities that occur during the current academic year.

The deadline for the early spring cycle is February 15th. Support provides payment for qualified activities that occur during the current academic year. Priority will be given to activities that take place after the February deadline.

The deadline for the late spring cycle is April 1st. Support provides payment for qualified activities that occur during the current academic year and the following summer. Priority will be given to activities that take place after the April deadline.

**Submission**

Email your Application Form, Project Description, supporting documentations and, if applicable, receipts as one PDF file to cathy.butler@cortland.edu with the subject line “Student Engagement Fund [Your Name].”

**Application Form**

Name of Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_; C#: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If a Student, Major(s): \_\_\_\_\_\_\_\_­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_; GPA: \_\_\_\_\_\_\_\_\_\_\_\_\_

1. Which cycle of funding are you applying for (Check one)

( ) October 1

( ) December 1

( ) February 15

( ) April 1

2. Which type of funding are you applying for? (Check one)

( ) Travel

( ) Equipment

( ) Facility Access

( ) Other, explain: ­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. Amount seek: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4. Which type of payment are you seeking? (Check one)

( ) Payment in advance

( ) Reimbursement

**Checklist**

( ) Application Form

( ) Faculty Sponsor signature

( ) Project Description

( ) Supporting documentations

( ) Receipts, if seeking reimbursement

If a student, have your faculty sponsor sign the application:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: ­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Project Description**

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

Project Description (attached additional pages if needed): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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