

Wilkes University Honors Program Application Process for Competitive Grant Funding

The following policy has been developed to outline the process of applying for competitive grant funding through the auspices of the Wilkes University Honors Program and to make the awarding of those grants as fair and transparent as possible. Supporting the ability of our students to participate in academically enriching activities is one of the top priorities of the Wilkes University Honors Program and we therefore encourage all of our Honors Students to take advantage of the funding opportunities available to them.

General Outline of Funding Available:

All Honors Students have access to **\$1,000.00** in academic enrichment grants.

Once you have used your initial \$1,000.00 you are eligible to apply for upwards of **\$4,000.00** in competitive enrichment grants. Deadlines for submission are **[TBD]**

Decisions on the awarding of grants will be made **[TBD]**

Requirements:

In order to apply for the competitive enhancement grants you must:

- 1) Provide evidence that you have applied for your initial guaranteed \$1,000.00 in enhancement funding (you may apply for both your \$1,000.00 and additional funding for the same experience, i.e. for a study abroad opportunity, etc. However, this would still require two separate applications).
- 2) Complete an enhancement grant application for the additional money you will require (up to \$4,000.00). These applications should:
 - Clearly state the intended use of the money and provide a description of the proposed activity and how it connects to your studies at Wilkes University.
 - Discuss how the activity/project will develop the characteristics of Leadership, Integrity, Self-Awareness, and Academic Distinction.
 - Include a proposed budget which clearly delineates how the requested money will be used.
 - Include a record of any earlier competitive grant money that you have received.

3) Email it to the Honors Office. The Honors office will forward all application materials to the Honors Program Advisory Council.

Evaluation of Applications:

All completed applications will be evaluated by members of the Honors Program Advisory Council and will weigh the following factors in deciding whether to grant all or some of the money requested.

- Potential for the activity to develop the key Honors characteristics of Leadership, Integrity, Self-Awareness, and Academic Distinction
- Demonstrated significance of the project/activity to learning and student development
- Quality and specificity of the budget
- Amount of grant money previously awarded
- Active participation within the Honors Program

Points on a scale of 1-4 will be allotted for each of the categories and a final score attributed to each application. Once all applications for each semester are scored, the top 10-15 applications will be selected and those students will be awarded grants commensurate with the proposed activity/project.

Honors Program Competitive Grant Funding – Decision Schedule

Option 1: The Three Deadline Approach

September 15 – Deadline for grants to be used during the Fall semester

November 15 – Deadline for grants to be used during the Spring semester

March 15 – Deadline for grants to be used during the Summer

Option 2: The Monthly Decision Approach

- Students are allowed to submit grant applications on a rolling basis which will be considered during the last HPAC meeting of each month.
- Students would be required to give a date by which they require the funding as a part of their application.
- Applications could be wait-listed and reconsidered closer to the date the money is needed.

Option 3: The Rolling Approach

A standing group of the HPAC would consider applications on their own merit on a rolling basis. This would create a system that would favor “first come, first serve” but spread out the workload and would allow us to create a system by which the applications are measured by a fixed standard rather than in comparison with one another.