CSUN College of Humanities

# Academic Programming Fund Application – Spring 2023

**The submission deadline for application proposals is Friday, February 10, 2023, 5:00 p.m.** Please keep in mind that late requests will NOT be considered for funding. Awards will be announced on or before Friday, February 24, 2023.

The College of Humanities announces the call for proposals for Academic Programming Fund (APF) support. All full and part-time faculty in the college are invited to submit proposals. Funding from this source will be supplemental only; projects will not be funded in full from this source. All of the following conditions must be met, or the proposal will be ineligible for consideration:

1. This fund provides supplementary support for academically related activities and events only (e.g., guest lecturers, workshops, performances). Funding will not be allocated to support curriculum development, faculty stipends, faculty travel, faculty research or creative projects, materials for faculty or student training, fundraising events, and/or to hire student assistants.

2. The Project Narrative should be no longer than **one (1) page** and should describe how the proposed activity or event supports a course or other academic program. Collaborative, co-sponsored, interdepartmental or inter-college events or activities are encouraged.

3. The event or activity must take place during the Fall 2022 semester.

4. APF funds are available up to $350 per speaker.

Along with this application, you will need to prepare and submit the following:

* A one- page Project Narrative Document in either Word or pdf format. Please make sure that your name is on the Project Narrative.
* A CV for your speaker(s) if applicable.

All **3** documents (**completed application, project narrative, and CV**), as separate files, in either Word or PDF formats, must be submitted via email, prior to the application deadline to: [humanities.grants@csun.edu](mailto:humanities.grants@csun.edu) – **with a cc to your Department Chair**. If you have any questions, or you do not receive confirmation within 24 hours that your application materials were received, please contact the Celina Batenhorst ([celina@csun.edu](mailto:celina@csun.edu); extension 3301) in the Associate Dean’s Office.

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| --- | --- | --- | --- | --- | --- | --- |
| **Applicant’s Full Name:** | |  | | | | |
| **Applicant’s Title (Professor, Associate, Assistant or Part-Time Faculty:** | | | | | |  |
| **Applicant’s CSUN Email Address:** | | |  | | | |
| **Department:** |  | | | | | |
| **Department Chair’s CSUN Email Address:** | | | |  | | |
| **Title of Event or Speaker’s Name:** | | |  | | | |
| **Type of Event (panel, workshop, speaker, etc.):** | | | | |  | |

|  |  |
| --- | --- |
| **Total amount of AFP funding that you are requesting:** |  |

**Budget Information:** Please give us a breakdown of your overall budget for this event/program in the table below.

|  |  |  |
| --- | --- | --- |
| **Expense Description** | | **Amount** |
| *Example 1:* | *Food for reception. (do not use this line)* | *$100.00* |
| *Example 2:* | *Honorarium for speaker. (do not use this line)* | *$200.00* |
| **Expense 1:** |  |  |
| **Expense 2:** |  |  |
| **Expense 3:** |  |  |
| **Expense 4:** |  |  |
| **Expense 5:** |  |  |
| **Total Budget** | |  |

**Co-Sponsor Funding:** In the table below, indicate specific funding amounts from co-sponsors.

\*Anticipated CoH APF support should be included as co-sponsor 1 as indicated below.

|  |  |  |
| --- | --- | --- |
| **Co-Sponsors (please indicate if in-process)** | | **Amount** |
| *Example 1:* | *GWS Department. (do not use this line)* | *$250.00* |
| *Example 2:* | *AS Children’s Center. (do not use this line)* | *$250.00* |
| **Co-Sponsor 1:** | **College of Humanities APF** |  |
| **Co-Sponsor 2:** |  |  |
| **Co-Sponsor 3:** |  |  |
| **Co-Sponsor 4:** |  |  |
| **Co-Sponsor 5:** |  |  |
| **Co-Sponsor 6:** |  |  |
| **Total Funding for Event/Program** | |  |