



Office of the Provost and
Vice President for Academic Affairs

Application for Appleton Fund Grant

Applicants for Appleton Fund Grants should obtain the recommendations of their Department Chair and Dean email a copy of their application to academicaffairs@springfieldcollege.edu. Applications are due to the appropriate School Dean by the third Monday of March and to the Provost/Vice President for Academic Affairs by the fourth Monday of March.

The Faculty Development and Personnel Committee will review applications for Appleton Fund Grants on the fourth Monday of March.

Name: _____ Application Date: _____

Department: _____

Description of Proposed Request:

Budget Request: (maximum for each proposal is \$4,000)

(please itemize the exact costs of all expenses included in this funding request; specify if any of these items have been simultaneously requested via other applications for department, school or college funds)

Applicants should attach a 2-3 page proposal that provides the information included in the Appleton Fund Grant guidelines

Recommendations:Department Chair:

_____ Highly Recommended
_____ Recommended with Reservations
Comments:

_____ Recommended
_____ Not Recommended

Department Chair

Date

School Dean:

_____ Highly Recommended
_____ Recommended with Reservations
Comments:

_____ Recommended
_____ Not Recommended

School Dean

Date

Faculty Development and Personnel Committee:

_____ Highly Recommended
_____ Recommended with Reservations
Comments:

_____ Recommended
_____ Not Recommended

Chair, Faculty Development and Personnel
Committee

Date

Provost/Vice President for Academic Affairs:

_____ Approved for \$ _____
_____ Not Approved

Provost/Vice President for Academic Affairs

Date

Revised January 2022