



College of Arts & Sciences

Research Support Services
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M E M O R A N D U M

TO: Arts and Sciences Faculty

FROM: Jeanette Mendez
Associate Dean for Research and Facilities

DATE: January 26, 2017

**RE: **FY19 Community Engagement Grant Program
Request for Proposals and Guidelines****

Eligible College of Arts and Sciences faculty are invited to apply for a FY 2019 Community Engagement Grant. The guidelines are included with this memorandum.

Funds are intended for summer salary, research assistants, supplies, and travel. Funds become available on July 1, 2018 and must be used by June 30, 2019. Summer salary can only be used in July or August 2018.

FY19 Community Engagement Grant proposals should be submitted first to your Department Head; therefore, it is important to confirm your department's internal deadline. Department Heads will submit all proposals and a letter of ranking as one package to Tory Lightfoot, Research Support Services, in Room 202 LSE **by noon on Friday, March 2, 2018.**

Those accepting funds will be asked to submit a short deliverable to administratively close out the award by October 15, 2018 (summer salary), or July 15, 2019 (travel and supplies). Deliverables should briefly describe what was accomplished with the award and/or the benefits derived from it. This statement may be published in OSU media.

If you have any questions, please contact Jacqueline Vadjunec, Faculty Fellow for Community Engagement, at jacqueline.vadjunec@okstate.edu

Please visit our Website at <https://ascommunityengagement.okstate.edu>