AU Honors - Capstone Funding Application

Students may apply for this funding to help support their Capstone projects. This funding is open to any AU Honors students completing a Capstone and is not restricted to students completing a capstone within Honors (Honors 498). Applications are accepted on a rolling basis.

Funding is available up to a maximum of $500 per student. Students are not guaranteed any funding, nor will AU Honors necessarily fund an entire request.

The AU Honors office will notify applicants within 5 business days of receiving a completed application if they will be granted funds. Students should work with the AU Honors office to coordinate how the money will be spent, and efforts should be made to have AU Honors make purchases directly, rather than students pay out of pocket and being reimbursed.

Letter of Support:
Applicants should ask their Capstone advisor to write a letter of support on their behalf supporting the funding request. Faculty should email the letter of support as an attachment to honors@american.edu with the subject
"Honors Capstone Funding Letter of Support for [STUDENT NAME]."

Spreadsheet of Expenses:
Applicants should create a spreadsheet with the columns below, listing in priority order the items for which funding is requested. It is important to be as specific as possible Include the item description, quantity, price, and a link to the item (where applicable).

- Do not estimate expenses. Obtain quotes from vendors where necessary.
- Reach out to AU Honors for assistance if you need to contact a vendor.

Priority	Item Name	Description	Quantity	Price	Link
1					
2					
3					
			Total:	**$**	

Application Submission:
Please be thorough in your application. Only completed applications will be reviewed. Email the following items to honors@american.edu

- • Completed Project Funding Application
- • Excel spreadsheet of expenses

Contact Honors if you have any questions about completing this funding application. You can reach us at honors@american.edu, in Anderson 141, or at 202-885-6194.

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Description of Project:

Provide a brief description of your Capstone project. This may be derived from your proposal. Be sure it answers the following (limit of 2000 characters):

- What is your research question?
- How will your project advance research in this area?
- How do you plan to answer the research question?

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Need for Funding Description:

Provide a brief explanation of why you are requesting funds. Be sure it answers the following (limit of 2000 characters):

- Specify how funding the items requested would enhance your Capstone project.
- If the funding is essential to completing the project as planned, include this in the description.

Amount of Funding:

Please indicate the amount of funding requested. Note: this amount should match the total on the spreadsheet you attach to this application.

Example: 245.00

Amount Requested:

Before you submit your application, did you:

Contact faculty mentor asking them to email letter of support?

Create a spreadsheet of costs to attach to your application?