

**2023 Towson University Foundation Grant Application**

Towson University (TU) receives generous contributions from alumni, friends, parents, faculty, staff, and students who are committed to the university’s mission. In particular, gifts to the Towson Fund have a profound impact on TU’s academic programs; student programming initiatives; student financial aid; community engagement projects and partnerships; and faculty research, service, and creative endeavors.

The TU Foundation is pleased to announce the continuation of the Towson University Foundation Grant Program with a fifth round of funding totaling $100,000. This initiative will once again provide funding for grants of up to $25,000 for exceptional projects led by TU faculty and staff members who are working to achieve one or more of the efforts within [TU’s strategic plan](https://www.towson.edu/about/mission/strategicplan.html).

Project submissions should clearly align with objectives within the [strategic plan](https://www.towson.edu/about/mission/strategicplan.html) and accomplish one of the following – enhance and expand educational opportunities both in and outside of the classroom; launch a new endeavor to understand and address a community need; or underwrite an emerging need at the university.

Todd Langenberg, Associate Vice President of Development, is the primary point of contact for all TU Foundation Grant Program applications. The Development Committee of the TU Foundation is responsible for reviewing submissions and selecting grant recipients.

More information about the prior grant recipients is available at the following link:

<https://www.towson.edu/news/2022/tu-foundation-announces-2022-grant-recipients.html>

APPLICATION FOR SUPPORT

Individuals or groups of faculty and staff members may apply for funding from the TUF Grant Program. In the event that a group applies, one person should be designated as the project coordinator and be noted as such in the application document with complete contact information. All relevant correspondence during the process will be directed to the project coordinator.

The Towson University Foundation Grant Program offers grants for the purpose of launching projects, expanding the scale and scope of existing projects, or providing resources for projects that might otherwise remain unfunded.

The application questions should be answered concisely addressing the following selection criteria:

* **Relevance of the project to the university’s mission**: Proposal clearly describes how the project advances the university’s mission.
* **Advances the actions to achieve the goals of the** [**strategic plan**](https://www.towson.edu/about/mission/strategicplan.html): Proposal identifies the specific actions to be advanced and describes the degree of impact and the manner in which the project will achieve stated strategic plan goals to educate, innovate, engage, include, support and sustain our community.
* **Enhances and expands student learning experiences and opportunities**:Proposal describes both the nature and quality of undergraduate and/or graduate student engagement and impact.
* **TUF funding impact on goals and objectives**:Proposal budget is appropriately detailed and clearly links to goals and objectives.
* **Innovative nature of project**: Proposal clearly describes how the project distinguishes itself as unique in filling a university or community need and/or how it complements or collaborates with similar initiatives.
* **Sustainability and scalability of the project:** Proposal offers a description of its long-term goals and a plan to achieve ongoing support and potential for growth.

**COVID-19 has required measures to promote and ensure the health and safety of TU faculty, staff, and students. Therefore, the TU Foundation is asking applicants to describe the steps taken to ensure the proposed project can proceed safely and within the university’s COVID-19 guidelines.**

In order to be considered for the TUF Grant Program, please submit the completed application electronically to Todd Langenberg at tlangenberg@towson.edu by no later than 5:00 pm eastern time Friday, November 4, 2022. Applications received after this date will not be considered.

TIMELINE

September 26, 2022: Grant application released/Call for submissions

October 21, 2022: Deadline for draft applications to receive feedback

November 4, 2022: Application deadline of 5:00 pm eastern time

November 14 – 22, 2022: Development Committee to review and score applications

December 5 - 9, 2022: Finalist presentations (if requested by the committee)

December 16, 2022: Grant recipients notified

January 1, 2023: Funds available for use

January 16, 2023: Funded projects announced

June 30, 2024: Project funding concludes

September 1, 2024: Final project reports submitted to TU Foundation

DETAILS OF SUPPORT

Support granted from the Towson University Foundation Grant is intended to initiate promising projects; therefore, priority will be given to new projects.

**Grant requests must be approved by the Dean of the academic college or Vice President of the division from which the project coordinator resides.**

Selected projects must utilize all funds by June 30, 2024. Grant funds not utilized will revert back to the Foundation.

A minimum of four (4) grants of up to $25,000 each. However, the TU Foundation reserves the right to offer more or fewer grants based on need, available funds, and quality of applications.

For additional information about the program, please contact Todd Langenberg at tlangenberg@towson.edu.

**TOWSON UNIVERSITY FOUNDATION GRANT PROGRAM APPLICATION**

*NOTE: This grant may or may not be renewable contingent on funds available.*

PROJECT NAME:

PROJECT COORDINATOR:

TITLE:

DEPARTMENT:

CAMPUS EMAIL:

CAMPUS PHONE NUMBER:

AUXILIARY PROJECT COORDINATOR NAME AND DEPARTMENT:

*(Should the primary coordinator no longer be available to lead the project.)*

DEAN / VP INFORMATION:

Please enter the name, college or unit and phone number of the academic dean or appropriate university Vice President leader responsible for the program.

AMOUNT REQUESTED: $

NARRATIVE TO SUPPORT THE NEED AND AMOUNT REQUESTED:

Describe your project and its relevance to the university’s mission. Please also identify the specific strategic plan actions/objectives advanced by this project (500 word maximum).

ANTICIPATED RESULTS:

Describe how this grant will address the need you described. Please provide a brief narrative about the manner in which the project will be assessed and the desired outcomes (200 word maximum).

STUDENT IMPACT:

Describe how your project enhance and expand student learning experiences and opportunities at Towson University as well as the anticipated number of students impacted by the project (250 word maximum).

INNOVATIVE NATURE OF THE PROJECT:

Please describe how this project distinguishes itself as unique in filling a university or community need and/or how it complements or collaborates with similar initiatives (200 word maximum).

TOTAL PROJECT BUDGET:

Provide a concise but itemized budget for this project that highlights expense categories (including expenses above those requested from this grant).

IMPACT OF TUF GRANT ON PROJECT:

Please provide a statement outlining the impact of a TUF grant on the proposed project. Please also provide details regarding the link between the funding and the goals and objectives for this project (200 word maximum).

SUSTAINABILITY AND SCALABILTY OF THE PROJECT:

Please provide a description of the long-term goals for the project and a plan to achieve ongoing support and resources for potential growth (150 word maximum).

HEALTH AND SAFETY CONSIDERATIONS FOR THE PROJECT:

Please provide a description of the steps to be taken, if relevant, to adapt the project in order for it to continue under times when the campus and community may be following more stringent COVID related protocols. (250 word maximum).

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Grant Project Coordinator Dean/VP