

IPCCR
International Program for Creative Collaboration & Research
School of Theatre, Dance, and Performance Studies

GRANT APPLICATION FORM SPRING 2019

Deadline Monday Feb. 25, 2019, 5:00PM. Please submit your completed application as both a Word document and a PDF via email attachment to ipccr@umd.edu. Use subject line: 18-19 IPCCR Grant Proposal *your last name*.

Name and email of primary applicant and all co-applicants:

Status of primary applicant (please put an x by one):

Faculty/Staff Graduate Student*

***Graduate students must attach a letter of support from their advisor.**

TDPS area of study (please put an x by one):

Dance Performance & Scholarship;

Costume Lighting Scenic Projection: **Design**

Theatre History/Theory Theatre Performance

_____ **Total amount requested (must match total on part I of budget form):**

Title of proposed project:

_____ : **Project start date.**

_____ : **Project end date**

Project Location(s):

Project Summary (approx. 100-150 words):

IPCCR Grant Proposal: International Collaborative Initiatives & Research

Detailed Project Description (approx. 375-750 words)*:

Impact Statements/ Justification (approx. 375 words):

Please provide a brief statement regarding the importance of the project, the communities it will impact, and its relevancy to the IPCCR and our funding priorities. Please refer to the eight priorities listed in the call for proposals and indicate those that apply to your project[†].

Prior Preparation:

*Please provide a brief description of work you have done in preparation for this project. This might include: securing additional funding, application (or acceptance) to a conference or festival, or agreements with collaborators in foreign countries. **Please also attach any relevant letters of acceptance or agreement[‡].** (Graduate students must attach a letter of support from their advisor.)*

IPCCR Grant Proposal: International Collaborative Initiatives & Research**BUDGET SECTION**

Use this worksheet to request funds pertinent to your request.

Title of proposed project:

Please list all names and program affiliations for all participants for whom funding is being requested: *Note: Participants must be current members of the School of Theatre, Dance, and Performance Studies or international scholar/artists affiliated with accredited or internationally known institutions.*

Part I: Requested funds (*Totals from itemized costs in Part II & III below.*)

TOTAL FUNDING REQUESTED		\$
<i>Add amounts from sections A, B, C, D, E, and F. This is also the amount you will enter on page one under Total Requested.</i>		
A	Total requested for travel for all participants From II-a below	\$
B	Total requested for lodging for all participants From II-b below	\$
C	Total requested for per-diem food allowance for all participants	\$
D	Total requested for honoraria <i>(Honoraria: Honoraria cannot be paid to anyone on the University payroll. Collaborators outside UMD are expected to cover their own expenses as their contribution to the collaboration. Honoraria can be paid to participants in teleconferences, guest artist/scholars, technicians, translators and others needed for the project. Honoraria should be only a small portion of the total budget.)</i>	\$
E	Total requested for other services per participant: From II-e below	\$
F.	Total requested for general services From III-f below	\$

IPCCR Grant Proposal: International Collaborative Initiatives & ResearchPart II: Itemized costs per person. *(Please copy this table as many times as needed.)*

Name:		
Affiliation:		
	Type of expense <i>Repeat types as often as needed. For example, if your project requires multiple flights copy the airfare entry for each flight.</i>	Totals from center column
a	Travel expenses: Air fare from to \$___ Luggage fees \$___ Rail fare from to \$___ Cab fare \$___ Car rental \$___ Parking \$___ Other (describe:) \$___	\$
b	Lodging: ___ nights @ ___ per night: (What sites/services have you used to arrive at this estimate?)	\$
c	Per diem (food allowance) ___ days @ ___ per day ¹	\$
d	Honoraria: <i>This is for guest scholar/artist only. Honoraria cannot be paid to anyone on the University payroll.</i>	\$
	In the cell below, itemize additional anticipated expenses for each person. This could include, but is not limited to, visas, immunizations, tuition for study abroad courses, medical insurance while traveling, registration fees, and anything to be covered on a per-person basis.	
e	: ____ \$	\$

¹ For Foreign Per Diem Rates by Location go to: applicable Meal and Incidental (M& IE) rate at https://aoprals.state.gov/web920/per_diem.asp

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	: ____\$	
	: ____\$	
	Total of a, b, c, d, e on this table:	\$

Part III. Itemized costs not attributable to individuals (unless only one person is applying):

	<p>Additional expenses: In the cell below, itemize additional anticipated cost not attributable to a single person. This could include, but is not limited to: installation or load-in charges, booking fees, participation fees, equipment rental/purchase, group transportation, production materials, exhibition space rental, shipping fees, translator/guide fees, local assistant/facilitator fees, TA support, cost of long distance phone calls, cell phone rental etc.</p> <p>(Repeat entries as often as needed, for example, if your project requires load-in charges at several locations, make as many different load-in entries as needed.)</p>	
f	<p><i>Example</i></p> <p><i>Load-in fees, Havana: ____\$XXX.XX</i></p> <p>: ____\$</p> <p>: ____\$</p> <p>: ____\$</p>	\$

Applicant (s): (copy as often as needed.)

Signature Date

Graduate Students: A letter of support from your advisor must be attached to this application. Students on the same project with the same advisor can be included in a single letter. Letters must confirm the value of this project to the student's educational goals.

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* Questions to consider: What are your project goals and objectives? How will you achieve them? What steps, activities, connections, or preparations need to occur to secure your success? Who else needs to be involved?

† Questions to consider: how does this proposal addresses the mission of IPCCR and the goal of enhancing the international reputation of the School of Theatre Dance and Performance Studies? Which of the eight priorities listed in the call for proposals does this project meet?

‡ Questions to consider --if they are applicable: Have you applied for other grant funding? Have you applied (or been invited) to give a paper, do a performance, offer a workshop, mount an exhibition etc.? Has your application been accepted? (Attach acceptance letter/email) Have you confirmed the availability of the people, materials or other resources you will need for the dates you propose? Do you know what visas, if any, are required? Have you applied to a study abroad program? Do you have agreements from any collaborators in foreign countries? If you are doing research that will involve interviews, surveys, or other types of human subject studies, have you secured an IRB?