**SAMPLE APPLICATION FOR PROVOST’S LEADERSHIP OPPORTUNITY GRANT**

* Guidelines and instructions are available at <https://www.rit.edu/provost/provosts-leadership-opportunity-grants>
* Please use this Word document to prepare your grant application, then submit online at

<https://rit.az1.qualtrics.com/jfe/form/SV_bkqMmVeeIi5OT78>

**Provost’s Leadership Opportunity Grants (PLOG) are offered through funding from the Office of the Provost with support from Faculty Career Development (FCD). The goal of these grants is to provide professional development opportunities for faculty to support their career advancement related to leadership.**[**Click for details**](https://www.rit.edu/provost/provosts-leadership-opportunity-grants)**. Please complete this grant application in its entirety. Incomplete applications will not be accepted.   
Full name:**

**Email address:  
Your College:**

**Your Department:**

**Your Rank:**

**PROJECT/ACTIVITY DESCRIPTION**  
In an essay of at least 250 words, describe the leadership opportunity for which you are seeking a grant. The project or activity should be aligned with the goal of this grant, which is intended for faculty who are committed to the future of RIT and who:

* aspire to a leadership role in the future or are serving in a leadership role;
* want to expand knowledge about leadership in higher education;
* have a desire to learn more about the role effective academic leadership plays in academia.

[text box]

**IMPACT**  
In an essay of at least 250 words, provide a description of how this grant furthers your leadership development, relates to your aspiration to assume a leadership role in the future, expands your knowledge about leadership in higher education, and/or describes your desire to learn more about the role effective leadership plays in academia.

[text box]

**ITEMIZED BUDGET**  
Provide an itemized budget of your expenses below. General requests without a breakdown of requested funds will NOT be approved. If you are applying to attend a conference, workshop, or presentation, the URL from the event is required below. Meals associated with travel will be allowed based on limits set by RIT travel policies. This amount should be adjusted for any meals included in conference attendance. Requests for hospitality (meals, refreshments, etc.) may not exceed 10% of the total budget request

[text box]

**Have you received funding from any other source for this project/request? If so, please provide details below.**

[text box]  
  
**Have you received a Leadership Opportunity Grant within the past two academic years?**

*Yes/No/Yes, but I did not use the funds awarded.*

**If you received a Leadership Opportunity Grant within the past two academic years, have you submitted a final outcome “Impact” report to the Faculty Development team?**

*Yes/No/No, but I will submit.*