



**Seed Grant Proposal Guidelines
for Academic Collaborations**

April 2017

I. Overview: The New York Six Liberal Arts Consortium invites faculty from the six member institutions who are currently involved in or are interested in developing new academic collaborations to submit proposals for funding to support their project(s). Completed proposals should be submitted to Nell Bartkowiak, NY6 Project Manager, at nbartkow@newyork6.org.

Proposals will be awarded upon merit and funding availability. Seed grants of **up to \$1,000** are available to support up to six new academic working groups. Proposals must be in alignment with the mission of the New York Six:

Established with the support of The Andrew W. Mellon Foundation, the New York Six Liberal Arts Consortium facilitates collaboration among its member institutions in fulfilling their educational missions and serving the public good. Through the sharing of resources, the Consortium enhances options for students, faculty, and staff, while reducing colleges' individual and collective operating and capital costs.

In particular, proposals should meet the following criteria for consideration:

- Project proposed should be something that a single institution could not do alone, or that would be done more effectively/efficiently with faculty from several schools;
- Project takes advantage of existing resources/relationships, but also provides an opportunity for new and expanded collaborations among faculty;
- Faculty from at least three of the Consortium member schools must be represented;
- Project benefits exceed the expected costs.

II. Proposal Format: While there is no page limitation for the proposal, please be judicious while maintaining an adequate level of detail throughout all sections. Please prepare your proposal using the form attached, followed by any additional detail as an addendum.

III. Proposal Deadline: *Proposals must be submitted by June 2, 2017* for consideration of funding for this upcoming academic year. These seed grants are being made available to encourage the initiation of new partnerships between faculty who wish to work together to develop academic collaborations. Additional funding through external grants may become available, if relevant.

New York Six Liberal Arts Consortium
 ATTN: Nell Bartkowiak, NY6 Project Manager
 Colgate University, 101E McGregory Hall
 13 Oak Drive, Hamilton, NY 13346

Seed Grants for Academic Collaborations: Proposal Form

Please provide the information requested below, either in this table or another comparable format, to solicit support or funding from the New York Six Liberal Arts Consortium. **We recommend that any proposal first be reviewed by the grants officers at the proposing institutions prior to submission** (note that consultation is a requirement for submission). Completed proposal should be submitted by attachment to the Project Manager, Nell Bartkowiak, at nbartkow@newyork6.org prior to the deadline of June 2, 2017.

<p>Project Name: <i>Please provide a descriptive title for your proposed project.</i></p>	
<p>Coordinator(s)/Principle Organizer(s) AND Institutional Affiliation(s): <i>For example: Professor Jane Smith, Colgate University; Professor John Doe, Hamilton College</i></p>	
<p>Project Goal: <i>Identify the goal of the project and how it supports academic collaborations across the New York Six.</i></p>	
<p>Methodology and Timeline: <i>Identify key dates and objectives to support this project.</i></p>	
<p>Measurement of Anticipated Outcomes: <i>Describe how you will measure whether this project will meet the goals stated.</i></p>	
<p>Support Needed: <i>How would NY Six support (financial or otherwise) facilitate achieving the activities proposed above?</i></p>	
<p>Proposed Budget: <i>Consider the cost of the activities proposed and provide an estimated budget with costs detailed here. Note that the limit on funding seed grant requests is \$1,000.</i></p>	
<p>Additional Information: <i>If there is any additional information that you would like to provide, please do so here.</i></p>	
<p>Consultation: <i>Please provide the name and date of consultation with the grants officer(s) at your institution(s) and educational technology officer(s) (the latter is required only if you plan to integrate technology into your project in any way). Attach emails as evidence of consultation.</i></p>	