# INSTITUTIONAL GRANT APPLICATION

*This application form is for use by students, researchers, or teachers for activities being conducted under the auspices of an institution such as a college/university, herbarium, museum, or other not-for-profit organization. It requires the involvement of at least one institutional administrator who will not directly benefit from the funding. All funds are to be used for the proposed research or educational activities; institutional overhead is not an allowable cost except under extraordinary conditions.*

Please submit the completed application to the Stuntz Mycology Fund Grants Committee. Application deadlines are March 1st and October 1st.

grants@stuntzfund.org

# Date of application:

Title of proposed project or activity:

# Amount you are requesting:

# Name of principal investigator:

# Name of institution:

# Address (street/postal box, city, state/province, zip/postal code):

# Principal investigator phone number / e-mail address:

# Institutional administrator’s name / phone number / e-mail address:

# Is your organization/institution an IRS 501(c)(3) not-for-profit?

# If not, what is its IRS status?

# What is your organization’s tax identification number (EIN)?

# If a grant is awarded, how should the check be made out and to where and whom should it be sent? (For an institutional grant, the payee must be the institution. Exact details may be submitted later)

# Describe the population served by the results of your research or the educational activity:

# Describe the geographic area served by the results of your research or educational activity:

# Provide a one- or two-paragraph summary of your proposed project or activity:

Project justification (this should be a single paragraph describing why you need the funding, why the project or activity is important, and what the research or educational benefits of the project or activity will be):

Proposal (This should not exceed two single-spaced pages. For a research project, include introduction, hypothesis, objectives, study area, materials and methods to be used in acquiring and analyzing the data. For an educational activity, describe the activity, where it will be held, who will conduct it, and the intended audience):

Timetable: Starting Date: \_\_\_\_\_\_\_\_\_\_\_\_\_ Ending Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Personnel (list, and describe the roles of all personnel involved in the project or activity):

Describe the means by which you will reach the Pacific Northwest mycological community (presentations to professional societies, mushroom clubs or similar groups, publications, website or other online postings, etc.):

Overall project or activity budget (see the grant guidelines for examples of allowable cost items and the degree of detail needed here):

# Amount requested from SMF (if not requesting the total budget amount, indicate the items for which you are asking funding):

# List any additional sources of funding and approximate amounts available from them:

Letters of support: Please provide one to three letters of support from colleagues, collaborators, academic advisers, etc. These can be submitted as part of your application package or sent directly from the writers to the Stuntz Mycology Fund Grants Committee. *grants@stuntzfund.org*