Purpose

The purpose of the Smucker•Wagstaff Project Scholarship is to encourage and support inventive and ambitious creative work. The School of Art & Design is committed to excellence in graduate education. The Smucker•Wagstaff Project Scholarship is designed to help Art & Design graduate students achieve excellence by providing support for ambitious and far-reaching creative work and research that advances students toward their degree.

The scholarship will help defray costs of conducting clearly defined research and preparations for creative work, and the production of creative work that is relevant to the advancement toward the student’s degree.

Eligibility

- A graduate student in the School of Art & Design
- A graduate student in good academic standing, making satisfactory progress toward his or her degree and with no incomplete grades
- The proposed creative work research or activity directly relates to and helps achieve progress toward the degree
- Limited to one grant per academic year for each graduate student, not to exceed two grants during the student’s degree program

Award Amount

- Maximum of $3,000 per academic year

Deadlines

- November 15 and March 15 (Third year students are not eligible for the March round.)
Application Procedure

Go to http://art-design.umich.edu/forms/sw_scholarship/ to submit your proposal online.

Proposal Text
Answer the following questions (response fields will not allow you to enter more than the indicated word limits).

1) Provide a concise description of your project, including the final form it will take. (75 words)

2) Describe the objectives and final outcomes of the proposed activity. What kind of impact – artistic, civic, intellectual etc., do you hope your project will have? (250 words)

3) In what way is this project ambitious and imaginative and how will the Smucker-Wagstaff Project Scholarship enable you to expand your creative work beyond what it would be with funding already available to you? (200 words)

4) Describe the context of your proposed work. How does your previous work inform your proposed project? (150 words)

5) How might your project act as a catalyst for your artistic growth and as preparation for your thesis work? (150 words)

6) Identify the experiences you have had that substantiate your ability to carry out your proposed work. (100 words)

Proposal Budget
Submit a budget that matches the activities described in the proposal. Include:
   1) Table or spreadsheet listing proposed expenses (as PDF file)
   2) Justification page explaining the need for major expenses or unusual items (150 words)

   If the total anticipated costs are greater than the amount requested, then list in the table the other resources supporting those remaining expenses. If funding is being requested from multiple sources, list those sources in the table and indicate whether they are pending or confirmed sources.

Proposal Images
Attach up to 5 jpg images that support this proposed work.
Selection Criteria

Criteria for funding will include:
- Originality, ambition, and reach of the proposed creative work
- Potential artistic, civic, intellectual impact of the creative work being proposed
- Value of the project for the student's graduate school and career goals
- Clarity and coherence of the proposal
- Qualifications of the student to carry out the proposed work
- Relevance and reasonableness of the budget request for the proposed activities

Priority will be given for projects that include the active production of creative work in addition to research and preparation for its production.

Priority will be given for projects that do not have other funding opportunities from the School of Art & Design, such as A&D’s International Travel Grant.

Applications requesting funds to attend conferences and residencies will be given a lower priority than requests for research and preparation that include the active creation of work.

The Graduate Program Committee will review all proposals and send decisions by email. Procedures for payment will be outlined in the award notification.

Appropriate Expenses Include*

- Conducting research and gathering resource material
- Participation in residencies and workshops
- Hiring temporary assistants, transcribers, or translators
- Renting or purchasing specialized equipment or computer software not available at the university **
- Purchasing materials for the production of creative work
- Off-campus study of foreign languages or specialized methodologies or techniques needed for research and production if the instruction is not available on the U-M Ann Arbor campus

* Limitations and procedures for reimbursement are as shown in the School of Art & Design Graduate Handbook, Financial Assistance, Discretionary Grants section. Contact the Finance Office to answer questions.

**If a student receives an award that includes purchasing equipment, lab supplies, or software, these items must be purchased by the School of Art & Design in accordance with the University's purchasing policies. As detailed by University's policy, the equipment, lab supplies or software will be the property of the University and should be returned to the graduate program upon completion of graduate studies, or earlier if the equipment is no longer needed.
Inappropriate Expenses Include

- Personal emergencies
- Research or creative work unrelated to the graduate program, or conducted after completion of degree requirements
- Travel or expenses associated with a course or course related project taken for academic credit
- Purchase of computers, computer equipment, cameras, camera equipment
- Normal living expenses such as rent, car repairs, childcare, and utilities
- University of Michigan tuition or fees
- All other unallowable expenses as listed in the School of Art & Design Graduate Handbook, Financial Assistance, Discretionary Grants section
- Requests for framing and presentation materials are discouraged unless they are unusually integral to the nature of the work.

Disbursement of Funds

These funds are administered as reimbursements by the School’s Finance Office in compliance with University regulations as documented in the School’s Graduate Student Handbook (pages 46-47) and the University’s Standard Practice Guide http://spg.umich.edu/.

- Funding advances for this grant will only be provided for the travel portion of your proposed budget upon request. Appropriate travel reports must be filed along with appropriate receipts within 30 days after the end date of travel.
- All other funding for this grant will be provided as a reimbursement for expenditure receipts that are submitted within 30 days from the date on the receipt.
- Grant funds are to be used within one calendar year of receipt of award except for third-year students who must incur expenses prior to the Art & Design commencement ceremony at the end of winter term.

Requests for Budget Changes

Changes to approved (awarded) budgets that do not increase the overall award amount and that do not affect the substance of the proposal are allowable. To request such a change, the student will email a modification of the original budget page showing the original as well as the desired change to the Associate Dean for Graduate Education and include a brief justification for the desired change. If the change is approved, the associate dean will notify the student and the finance office by email.

Additional Requirements

Recipients will write a thank you note to recognize the generosity of the Smucker Wagstaff family, sending it to Wendy Dignan prior to receiving the project scholarship funds. Wendy will provide specific instructions for preparing the note.
Recipients will write a one-page report of the creative work research to the Graduate Program Committee within 2 months of completing the research to be collated with reports from other recipients and sent to the donors to document how their generous donation has contributed to students’ development.