

Free Student Event Participation Grant Proposal Guidelines
Arts and Lectures Committee
Ferris State University

This grant will make no cost to student tickets available to students of faculty who choose to have an Arts and Lectures event included as a class requirement. The entire proposal should consist of a title page, no more than three (3) typewritten declarative pages. The grant proposal must be submitted *no less than thirty (30) days prior to the event*. The amount requested is limited to the ticket cost for the instructor and the maximum number of students in the class.

Title Page

- Faculty Name
- Campus Address and Phone Number(s)
- Department, Program, or College
- Submission Date
- Event Title
- Event Date

Proposal

In three typewritten pages or less, the proposal should briefly discuss:

- The class relevancy of the lecture or performance
- What class preparation will be completed prior to the event;
- What class follow-up will be completed post-event.

Restrictions

All Free Student Participation grant proposals will be judged based on their educational value.

Final Report

A brief, one-page final report from the instructor will be submitted within two weeks after the event and summarize the event.

Submission Information

The proposal should be submitted electronically to Catherine (Cate) Arroec at arroec@ferris.edu or Paula Hadley-Kennedy at hadleyp@ferris.edu. The Arts and Lectures committee as a whole will review the request and notify the applicant of their decision as soon as possible after the receipt of the proposal. The committee meets monthly during the academic year. Questions regarding the proposal can be addressed to the Chair of the committee:

Catherine (Cate) Arroec
MUS 101
(231) 591-2070