**Liberty Chapter Research Grant Application 2023**

The completed research grant application, project design, and appropriate appendices must be received by the Chairman of the Professional Recognition Committee no later than September 30, 2023

Please send grant applications with all supporting documentation [chair@libertymla.org](mailto:chair@libertymla.org).

**Parts I through Part IV** of this application should be completed by each person in a jointly authored project. NOTE: If a résumé or curriculum vitae contains all of the information needed for Parts I through IV, that may be substituted.

**Part I: Applicant Information**

* Name and title
* Institution and address
* Telephone

**Part II: Education**

* List in reverse chronological order all colleges, universities, and professional schools attended. Include degrees received and their year as well as pending degrees.

**Part III: Experience**

* List the professional employment you have held, starting with the most recent. Include dates and a brief description of the nature of your duties.

**Part IV: Other Accomplishments**

* + Honors, scholarships, or prizes you have received.
  + Membership in honor societies and in learned and professional organizations.
  + Papers you have published or have submitted for publication.

**Part V: Project Design**

Provide the following information concerning the project. Begin each section on a separate page and type the applicant’s last name in the upper right-hand corner of each page.

* 1. **Rationale and Assessment of Needs**

Explain fully the needs, problems, deficiencies, or other stimuli that prompted this grant request. Discuss the results of any feasibility studies, surveys, or questionnaires that influenced the decision to submit this grant application.

* 1. **Methodology**

Describe the general strategies to be employed in implementing this project. Analyze the specific tasks necessary for carrying out this project and prepare a timetable defining the individual steps to be accomplished and the time for completion.

# **Budget**

Provide a budgetary breakdown for all expenses related to the project. Indicate

those expenses for which you are seeking assistance from the Liberty Chapter.

* 1. **Appendices**

Attach examples of any questionnaires or user surveys. Attach a bibliography of publications relevant to the proposed project and any discussion pertinent to the proposed project.

* 1. **Time period**

State for what period the grant will be used and the expected date of completion of the project.