Concordia University Small Grants Program

Applications for Concordia University Small Grants Program (CUSGP) funding must be submitted through your faculty dean's office, in accordance with your faculty's student funding request processes.

CUSGP application process

1. Complete the CUSGP application form and attach it to your request for faculty funding. Please see the application process and requirements for full details on what must be included in your application (checklist, application form, letter of intent, budget, etc.).

2. Your faculty designate (see list below) will review the application and make a decision on faculty funding.

3. If your faculty designate determines that your request should also be considered for CUSGP funding, s/he will endorse your request by signing the CUSGP application form and forward it directly to the CUSGP review committee for approval.

4. Once a decision is made, an email will be sent by your faculty designate informing you of the decision.

5. CUSGP funding will be disbursed through your faculty, in accordance with established faculty procedures for student funding. Please see your faculty designate for complete details.

Faculty designates

Name	Faculty	Email
Isabelle Lacelle	Arts and Science	isabelle.lacelle@concordia.ca
Ali Akgunduz	Engineering and Computer Science	ali.akgunduz@concordia.ca
Tricia Middleton	Fine Arts	tricia.middleton@concordia.ca
Padraig McLean	John Molson School of Business	padraig.mclean@concordia.ca

Section A: About the project

Title	
Description (100 words or less)	
Anticipated date of project	

Section B: About the project leader

First name		Last name	
Student ID		Faculty and department	
Phone #		Email	
Student group affiliation (if applicable)			

Section C: Budget details - **Please attach a detailed budget**

Amount you are requesting from the Small Grants Program	$

Total anticipated costs for the project	$

Revenue sources: Please indicate the amount(s) received from revenue sources, other than the request being made to the Small Grants Program. (if not applicable, please mark as n/a)		
Funding requested from **faculty/department** - if $0, see *Additional comments* section	$	Name of faculty/department:
Funding requested from **student organizations**	$	Name of student organization:
Other sources	$	Details:
Total	$	
Please indicate any other pending requests for funding, if applicable	$	Name of faculty/department or student organization:

Section D: To be completed by your faculty dean's office

The Faculty of _____ endorses this project and recommends it be considered for the CUSGP funding.

In addition to any CUSGP funding, the faculty is contributing (enter amount) $ _____ for this project.

Faculty designate name:	
Signature:	
Date:	

Additional comments:
If the faculty chose not to award any funds to this project, please provide a brief explanation: