

THE EDWARD D. SIMMONS RELIGIOUS COMMITMENT FUND

TO UNDERWRITE PROJECTS AND EVENTS WHICH ENHANCE MARQUETTE UNIVERSITY'S INSTITUTIONAL RELIGIOUS COMMITMENT

Eligibility and Focus

Available to Marquette staff, faculty and administrators, the Edward D. Simmons Religious Commitment Fund distributes modest grants (generally \$500 to \$2,500) to finance small projects or provide seed money for programs or events that deepen the religious nature of Marquette University. Because the grants are relatively small, it is essential that the funds be clearly targeted toward creative projects with obvious implications for the religious character of the institution. For the 2008-2009 grant term, preference will be given to projects that stress the mission and identity of Marquette in the areas of Ignatian spirituality or interfaith dialogue. Secondary consideration will be given to proposals that focus on other religious commitments within the university.

Guidelines

- Projects are encouraged from every sector of the university, but must have a clear religious reference and be directly connected with Marquette. The event need not take place on campus.
- Proposals should be no longer than three pages, but must include a summary of the proposed project with an attached budget and a letter of support from the applicant's chair, director, dean or vice president.
- Proposals should clearly identify any funding that has been secured from other sources, on and off-campus. The proposal must indicate the level of present or potential and the unmet need for the project. Generally, funding will not be provided for ongoing projects or travel to professional conferences. In exceptional cases, travel expenses will be funded when the need for travel coincides with the intent of the fund and is critical to the nature of the project (e.g. speaker transportation)
- **Proposals must be received** in the office of University Mission and Identity (O'Hara Hall, room 102) no later than **January 31, 2008** in order to be considered for funding for the 2008-2009 academic year.
- Proposals will be reviewed by the Simmons Religious Commitment Fund Selection Committee. In cases where there is a conflict of interest, committee members will absent themselves from the discussion.
- Recipients will be notified by **March 31, 2008** and will receive their funding shortly after July 1, 2008. Funds must be used by **May 1, 2009**. All unused grants or portions thereof must be transferred back to the Simmons Religious Commitment Fund by May 15, 2009.
- Each grant recipient will be required to submit a **brief narrative and budgetary report on the project by May 15, 2009**. Reports should be sent to the Office of Mission and Identity.

Please direct any questions to Stephanie Russell, Executive Director of Mission and Identity at 288-1881.