# Application for Garrett Endowment Teaching Funds

The Gene & Richard Garrett Endowment of the Physics Department can provide funds in support of undergraduate participation in physics education. Please use this short, 1-2 page template to apply for these Garrett teaching funds. Delete the blue text prior to submitting. The mentoring faculty member should submit the completed form to the department chair, who will ask a faculty committee to evaluate the applications for their potential benefit to physics education in the department, their potential benefit to the recipient, and their alignment with the intent of the Garrett fund. The committee will decide the number and size of the individual award, subject to a *maximum* award size of $2000.

## Applicant Information

Please provide the name, UFID, email address, and major of the student, and the name of the faculty mentor for the project.

## Introduction

Explain why you wish to do the proposed activity, giving background and contextual information. What is the need? Is there something you wish to understand? A wide range of teaching related activities is acceptable for this award, with the exception of regular teaching activities such as hiring a student as a grader or a TA.

## Project

Explain in a straightforward manner what you are going to do. This can be in narrative form or in the form of a list.

## Results

Describe the deliverables. What will you have accomplished at the end? It could be a resource for the department, collecting data and reporting on it, running a workshop … This is how we tell that the funds were used as intended.

## Budget

Explain how the money will be used giving estimates for personnel and supplies. Funds may cover OPS (hourly pay), travel, supplies, and other expenses that support the activity. Note that funds must be expended within six months of the date of the award.