****Wendt Character Initiative
Grant Request Form**

*All approved funding requests will require submission of receipts and/or invoices for reimbursements and a follow-up report. Please email to* *Wendt@dbq.edu**. Please read separate instructions.*

**Name of Faculty/Staff Requesting Funding Department**

**Email Phone**

**Project/Event Name**

**Date of Project/Event**

**Will this project involve a class? If so, please include course name and number.**

**Other Sponsors/Potential Sponsors and Amount of Expected Contribution(s)**

**Itemized Costs (to your best knowledge)**

**Amount Requesting:**

**Brief Description of Project/Event**

**One sentence/phrase:**

**Elaboration:** (Please attach any available supporting documents about the event or person; e.g. conference descriptions, bios, posters)

**Fit with Wendt Character Initiative** (How does this fit with, encourage, and/or build character, identified through integrity, justice, and/or compassion?)

**How Project or Event will Impact and Engage Students** (What specific activities will engage students, or how will students otherwise be impacted?)

**Goals and Intended Outcome** (What are your goals for the project/event? How do these connect to character knowledge and/or formation?)

**Reflection Activity (for class) or Planned Means of Evaluating Effectiveness of Project/Event** (How will you evaluate whether this project achieved your goals? What activities are planned for explicit reflection and/or discussion of how character is shaped by the experience or how character knowledge is expanded?)

**NOTE:** If your project/event is approved, please include the following language for public announcements of grants:

*This project is supported by the Wendt Character Initiative, which is devoted to promoting a campus culture of excellent moral character and purposeful lives characterized by integrity, justice, and compassion.*

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*FOR WENDT OFFICE USE ONLY*

*Amount Approved*

*Date Approved*

*Signature of Wendt Director*