

IGL Funding Request Form

The completed form should be submitted to igl@tufts.edu using the following file naming convention: F[last name]20170828[date].

A full project proposal should be submitted prior to sending a funding request form.

*IGL **does not** provide funding to attend conferences. IGL **does not** cover food-related expenses.

The IGL will review your request and do its best support your request if it meets the educational goals, mission, and objectives of the IGL. Please do not assume IGL will provide 100% of your funding request.

Name: _____ Date: _____

Tufts Student ID Number: _____

Year of Graduation: _____ School: _____ Major: _____

IGL Program/Student Organization: _____

Email: _____

Phone Number: _____

Campus Address: _____

Is the funding for (select one):

Research

Project

Internship

Title/Organization: _____

Please select one:

IGL Student Group Project

Group Project (non-IGL)

Individual Student

If you are not a part of the IGL, please attach a letter of support from your faculty advisor, group advisor, or sponsor.

Start Date: _____ End Date: _____

Total Cost: _____ Total Amount Requested: _____

Dept. ID#: _____ Type: _____

To be completed by IGL staff

FUNDING REQUEST

Please indicate what you hope to learn from this research project or internship.

Have you previously received funding from the IGL for this or other projects? If so, please explain.



IGL Funding Request Budget Worksheet

Name:
Event/Trip:
Student Group:

Complete Budget	
Flight: \$	Date/Location of Departure: Date/Location of Return: <div style="background-color: yellow; padding: 2px;">Please attached a researched flight itinerary</div>
Housing: \$	Number of days: Cost: per month_____ or per day_____ <div style="background-color: yellow; padding: 2px;">Source of info, please attach research that shows cost</div>
Meals/Necessities: \$	Number of days: Anticipated food cost per day: Other necessities total: <div style="background-color: yellow; padding: 2px;">Please itemize with cost per item on a separate sheet (The Institute typically does not cover food costs.)</div>
Ground Transit: \$	Purpose of Ground Transport Anticipated Daily Need: Anticipated Cost: Number of days: <div style="background-color: yellow; padding: 2px;">Please attach source of info on ground transport that shows cost and explain need</div>
Other Expenses: \$	Pleas itemize with cost and explain:
Total: \$	Notes:

Funding Request	
Total	\$
Funding from other sources *please indicate whether other funding has been applied for or confirmed	\$ Source \$ Source
Student Contribution	\$
Funding Requested from the IGL	\$
Notes:	

*This form must be completed in full before your funding request can be considered.