

COPAA Visiting Fellows Program
Application Form

Name of Department:

Name of person submitting application:

Address:

Phone number:

Email:

Please enclose a project narrative (3 pages maximum) addressing the following key areas:

1. Scope of the project

Describe the project, the participants in the project, project location, and intended activities.

2. Project justification

Describe how the project will build on, enhance, or supplement existing foci in the department as well as how it will contribute to the overall mission of the department.

3. Budget

Describe how the award money (up to \$2000) will be spent and provide information on matching funds, if any. Provide an itemized budget.

4. Timeline

Narrative may be typed here or scanned and sent with the application as a single .pdf.

Scope of Project:

Be clear and provide a detailed description of the project, including participants, location, and activities.

Justification of Project:

Discuss how the project builds on, enhances, or supplements existing foci and the overall mission of the department.

Budget:

Include a budget for how award money will be spent. Also include information on matching funds, if any.

Amount requested (up to \$2000):

Matching fund:

Budget itemization:

Timeline of Project:

Signatures:

Department Chair/Head

Application Submission:

1. Application Form with narrative
2. Visitor's Confirmation of Interest Letter
Optional form letter available at www.copaainfo.org
3. Visitor's CV

Submit to Toni Copeland, Lead Co-Chair

email: tonicopeland@gmail.com

Phone: (205) 886-9255

****All application material is due May 31st ****