

# Janet Neff Sample Center *for Manners & Civility*



## **Grant Opportunity**

The Janet Neff Sample Center for Manners and Civility invites faculty, staff and student organizations to apply for grants for civility-related programs to be offered at Penn State Behrend and for civility-related research conducted by Penn State Behrend faculty.

The Janet Neff Sample Center for Manners and Civility was founded in 2002 through the generosity of local publisher, George Sample. Since its inception the Center has sponsored a variety of academic, service, research and outreach programs. Examples include, but are not limited to: a three credit course in Communication and Civility; research exploring college students' perceptions of civil behavior; Town Hall meetings of Erie-area professionals working towards creation of more civil communities; support for the College Speaker Series; training workshops for Residence Life staff; public service campaigns to increase civility on campus; support for the Center for Service Leadership; and mini-workshops offered during new student orientation and first-year seminars.

The Center's Steering Committee will be accepting applications from any college groups or individuals seeking financial support for such civility-related efforts. Awards will be available on an annual basis and will typically be in the \$300-\$1000 range. Larger grants may be considered given justifying documentation. Grantees will be determined by a review of all applications by the Steering Committee in the spring of each year.

Applications for the 2018-2019 academic year must be received by April 20, 2018 and should be directed to William D. McLean in The School of Humanities and Social Sciences. Successful applicants will be required to submit a written summary at the completion of each project.

Additional information can be found at our website: <http://behrend.psu.edu/school-of-humanities-social-sciences/research-outreach/janet-neff-sample-center-for-manners-and-civility>

This application form should be accompanied by a cover letter explaining the goals and objectives of your program or research. Please specify how those goals are compatible with the Center's mission *"to foster a civility-enriched academic experience within the Penn State Behrend community."*

---

Program/Research Project Title: \_\_\_\_\_

Department/Individual Proposing Program or Project: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Campus Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

---

For Committee Use Only:

Date Received: \_\_\_\_\_ Received by: \_\_\_\_\_

Approved: \_\_\_\_\_ Amount Funded: \_\_\_\_\_

Denied: \_\_\_\_\_ Reason: \_\_\_\_\_

Program/Research Project Title: \_\_\_\_\_

Approximate Date(s) Planned: \_\_\_\_\_

Description of program or project: Please be specific about the program or project's intended results, number of students/faculty/staff likely to be involved, and the activities involved, if applicable. If this is a research proposal, please state the research question. Please do not exceed the space provided below.

Plan for promoting the program or applying the research:

Plan for evaluating the program/research project upon completion:

Have you applied for or received funding for this project through any other source?  
If so, please explain.

Budget

Please provide specific vendor quotes in each of the appropriate categories below.  
All specific quotes must be accompanied by a copy of the vendor's statement.

Conference Fees: \_\_\_\_\_ Conference Name: \_\_\_\_\_

Transportation: \_\_\_\_\_ Destination: \_\_\_\_\_

Invited Speaker Fees: \_\_\_\_\_

Equipment Costs: \_\_\_\_\_

Vendor: \_\_\_\_\_

Food: \_\_\_\_\_

Vendor: \_\_\_\_\_

Printing/Publicity Costs: \_\_\_\_\_

Vendor: \_\_\_\_\_

Set-up/tear-down costs: \_\_\_\_\_

Other Costs: \_\_\_\_\_ Explanation \_\_\_\_\_

Total Grant Request: \_\_\_\_\_