[The Behner Stiefel Center for Brazilian Studies](https://brazil.sdsu.edu/) is pleased to announce funding opportunities for enhancement of teaching, research and campus programming on Brazil.

**Campus Programming Grants // Applications accepted on a rolling basis**

The Center for Brazilian Studies also provides funding to support campus programming on Brazil and events featuring Brazilian guest lecturers, including panel discussions, workshops, exhibitions, and film screenings. In addition to funding to cover the costs of such events, the Center can offer support for virtual events, Zoom webinars, online promotion of events, and recording of events to be published on YouTube and the [Digital Brazil Project](https://www.digitalbrazilproject.com/).

**Application Package**

1. Applicant Information
2. Abstract in lay terminology (150-word maximum)
3. Project Description (1000-word maximum including references)
4. Experience and Qualifications (350-word maximum)
5. Itemized Budget and Budget Justification

**Submissions**

All Unit 3 faculty in all San Diego State University units, regardless of rank, are strongly encouraged to apply: Lecturers, Assistant Professors, Associate Professors, and Full Professors. Send submissions in a single PDF to Kristal Bivona at [kbivona@sdsu.edu](mailto:kbivona@sdsu.edu).

# Instructions for Campus Programming Grant:

* Complete each section of this application on separate page.
* Do not exceed word limit; use no less than 12 point font.
* Proposals must conform to word limits and be complete.
* Applications accepted on a rolling basis.

# Applicant Information (Incomplete applications will not be processed):

|  |  |  |  |
| --- | --- | --- | --- |
| Last Name |  | First Name |  |
| College |  | Department |  |
| Academic Rank |  | Email |  |
| Phone |  | Total Amount  Requested |  |
| Mail code |  | | |
| RED ID# |  | | |
| Project Title |  | | |

2. Agreement: Your signature below acknowledges that, if your proposal is funded, you agree that:

* The project will likely be completed during the academic year or summer period. You may request one (1) extension of your award period, with justification, from the Center for Brazilian Studies. Decisions for extension will be made on a case-by-case basis, and are final;
* Departures from limits indicated in the budget section must be approved by the Center for Brazilian Studies.
* You are responsible for monitoring your budget to avoid overrun, and are responsible for any expenditures not covered by the budget; and
* You are responsible for obtaining all necessary visas, permits, human subjects approvals and other documentation necessary for a successful project.
* You also agree to submit a progress report when requested. Any intellectual property developed in conjunction with the CBS must be disclosed to the University in accordance with the SDSU Intellectual Property, Copyrights, Trademarks, and Trade Secrets, and Patent Policies, found at <http://senate.sdsu.edu/policy/policy_file.pdf>.

|  |  |  |  |
| --- | --- | --- | --- |
| Applicant’s  Signature: |  | Date: |  |

###### 4. Abstract in lay terminology (maximum of 150 words):

# 5. Project Description (maximum 1000 words including references):

* Programming Grants: Provide a description of the proposed programming, including tentative dates, format, and a brief biography of collaborators and guest lecturers.

# 6. Experience and Qualifications (maximum 350 words): Provide a brief description of relevant experience that qualifies you to complete the proposed research (do not attach your curriculum vitae). Disclose any UGP and other university awards and all external funding *relevant to the project.* (If for other projects, please omit.)

7. Budget: Provide a detailed budget showing specific amounts requested.

Authorized Expenses:

* Approved expenses include transportation and expenses incidental to travel for guest lecturers and collaborators, promotional materials, catering, campus space, honoraria. Other expenses may be approved on a case by case basis.

8. Budget Justification (maximum 350 words): Provide justification for travel, supplies, or other expenses related to the proposed project.