To students applying for CCI grants:

You will need a faculty mentor who is ready to help you and support your application for a grant from the Center for Creative Inquiry. Your mentor will be required to:

1) write a letter of recommendation in support of your project

2) be ready to answer any questions we might have about your proposal.

Please also make sure that your faculty mentor reviews your application for a CCI grant before submitting it to us.

To the faculty mentor:

A student applying for a CCI grant has listed you as their faculty mentor. You will be the person we contact if we have any questions about the grant proposal.

You will also need to write a letter in support of this student and their project. In your letter, please make sure to include the following:

1. How long have you known this individual and in what capacity? Please include any information you might have about earlier stages of this project. Have you and the student applicant already begun work on this project? If so, how long have you been working with this student on this project? In what capacity?
2. What strengths does this individual possess that will help them complete their project?
3. Why is this project important?
4. What benefits will accrue to the applicant as a result of receiving a CCI grant?
5. As the faculty mentor for this project, you will be expected to ensure that the applicant completes their project in a timely, efficient, and safe fashion. How do you plan on supervising the applicant’s progress on their project? Do you plan on meeting with the applicant? If so, how many times and when?
6. Is the applicant’s budget appropriate?
7. Has the applicant taken all necessary steps to acquire IRB approval, should the project require it?

All letters of recommendations should be at least one page long, single-spaced.