

**Smith College  
Ada Comstock Scholars Magic Grant Proposal**

**Proposal Cover Page**

Please submit this cover page with your abstract, proposal, budget and all supporting documentation.

**Applicant's Personal/Contact Information**

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Class Year: \_\_\_\_\_ Student ID #: \_\_\_\_\_

Email address: \_\_\_\_\_

Mailing address: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Smith Box #: \_\_\_\_\_

Phone #: \_\_\_\_\_ Cell phone: \_\_\_\_\_

**Academic Information. Please provide all that apply.**

Major 1: \_\_\_\_\_

Major 2: \_\_\_\_\_

Minor: \_\_\_\_\_

Concentration: \_\_\_\_\_

**Project Title:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## **What to submit:**

### **Abstract**

Describe in 50 words the essence of what you are proposing.

### **Project Description**

Describe in detail (about 2,000 words) the project/work you are proposing. Keep in mind that the evaluating committee may not be familiar with any aspect of what you are proposing. *Explain how you imagine the completion of this project will change your life/career goals.* Address how it emerges from your academic experience. Articulate how it gives you opportunities you would not have otherwise. If this project is not ultimately self-sustaining, explain its relevance to the larger picture of your life/career goals.

### **Supporting documents**

Please submit the following with your application:

- A timeline of the project, with the anticipated completion/end date
- A detailed budget for the entire project, including costs for airfare/other travel expenses; per diem; equipment purchases or rentals; lodging/housing on site; licensure, etc. Please supply receipts or actual quotes.
- Documentation on other funding sources you may be pursuing for this project
- A current résumé
- Your Smith College transcript
- Two letters of recommendation, one of which must be from a Smith faculty or staff member who can address your academic preparation as well as the merit and feasibility of the project being proposed.

In addition, please include any other relevant information that will help the evaluators understand the merits and feasibility of your project, which may include:

- Portfolio (electronic)
- Web site of your creation, or of your enterprise or other efforts
- A comprehensive business plan

Submit your completed application electronically, with supporting documents, to: [cspeek@smith.edu](mailto:cspeek@smith.edu).