



# Iona College American Express Scholar's Grant Application/Cover Sheet

**IMPORTANT:** PLEASE SAVE THIS FORM TO YOUR DESKTOP BEFORE FILLING OUT AND SAVING AGAIN.

The American Express Grant applications are considered by the Honors Council three times/year. The deadlines for submission are listed below. Please note that applications received after the date indicated will be considered during the next review period. **Students who have not already received an American Express Grant will be given preference when application decisions are made.**

<u>Application Submission Deadlines</u>	<u>Award Notification</u>	<u>Grant Period</u>
Oct. 1-----	Nov. 1- Nov. 14-----	12 Months from date of notification
Jan. 15-----	Feb. 15 – Feb. 28-----	12 Months from date of notification
Apr. 1-----	May 1- May 14-----	12 Months from date of notification

**First Name:** \_\_\_\_\_ **Last Name:** \_\_\_\_\_  
**Year:** \_\_\_\_\_ **ID #:** \_\_\_\_\_  
**Major:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Email:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
**Address:** \_\_\_\_\_

Is your GPA at 3.5 or above? \_\_\_\_\_ If not, please include an explanation in your proposal.

Have you received an American Express Grant in the Past?  Yes  No  
If "Yes" indicate the date, amount, and title of the previous award \_\_\_\_\_

**Title of Proposed Project:** \_\_\_\_\_

**Expected Beginning and Ending Dates:** \_\_\_\_\_

**Amount of Funds Requested:** \_\_\_\_\_

**Application Submission:** This form and supporting documentation must be submitted electronically to Dr. Kim Paffenroth, Director of Honors [kpaffenroth@iona.edu](mailto:kpaffenroth@iona.edu) or to Charlotte Wray at [cwray@iona.edu](mailto:cwray@iona.edu). For additional details on the submission process, read the application checklist on page 2 of this application carefully

### Administrative Use Only

Honors Council Approval Status: \_\_\_\_\_  
 Funds Awarded & Delivery: \_\_\_\_\_  
 Recipient Notification Date: \_\_\_\_\_  
 Funding Period\*      Beginning Date: \_\_\_\_\_      Ending Date: \_\_\_\_\_

*\*Award is for the period designated. All receipts must be submitted to the Honors Office for reimbursement on or before the date indicated (Dr. K. Paffenroth, 715 North Avenue, New Rochelle, NY 10801)*

## **Application Checklist**

*Please begin each section of the application on a separate sheet and number the pages*

**Application Form/Cover Sheet: SECTION 1**

Please save this form on your desktop before filling it out, then save it again. This form should be submitted as the cover sheet (p. 1) of your completed application.

**Project Proposal: SECTION 2**

On a separate page (p. 2+), describe the project you will be working on, in no more than 500 words. Be sure to include the purpose and goals of the project and why the funds you are requesting are necessary.

**Proposed Budget and Timeline: SECTION 3**

On a new page, identify precisely what funds you will need. Also, write down the general timeline of the project. When will you start the project? Dates of conferences? When will you be finished? Please note that if your application is accepted, failure to submit receipts for reimbursement may result in holds being placed on your account.

**Description of Post-Grant Presentation: SECTION 4**

Describe how you plan on giving back to the Iona College community. All students who receive funding are required to present to the student body, faculty, or committee the findings of their research or their experiences **as a condition of receiving these funds**. For example: Will you describe your presentation to your peers in a PowerPoint slide show? Will you share your findings with a faculty panel? Please note that failure to fulfill this post-grant presentation may result in holds being placed on your account.

**Current Transcript: SECTION 5**

Please include in your application packet a current transcript. A hard copy or electronic version of your unofficial transcript is acceptable.

**Letter of Support from Faculty Advisor: TO BE SENT BY THE FACULTY UPON YOUR REQUEST**

Ask your faculty advisor to write a letter of support. Your advisor should include, in this letter, how the funds will be used. Please ask your faculty advisor to send the recommendation either by hard copy (via interoffice mail) or electronically to Kim Paffenroth, Director of Honors, Honors Program Office [kpaffenroth@iona.edu](mailto:kpaffenroth@iona.edu) or to Charlotte Wray at [cwray@iona.edu](mailto:cwray@iona.edu).