

WINTER SESSION AWARD AGREEMENT

As a condition of receiving a Winter Session Grant from LMSAI, each grant recipient agrees to the guidelines below.

1. Grant awards must be used solely for the purpose of conducting the research project or internship outlined in the applicant's proposal. Absent extraordinary circumstances, you must obtain our prior approval for any changes in your project or itinerary. Please be aware that, in all cases where plans change, we will rescind or adjust the amount of any award granted.
2. If you are unable to conduct the research or internship in the time frame proposed in your proposal, you must return your grant to LMSAI by **February 1**. You will not be allowed to use this grant at a time not proposed in your application.
3. As a recipient of this grant, you will be required to submit the following by **February 1st**:
 - A written report of 2-3 pages detailing your experiences and reflections
 - Submit a multimedia reflection of your experience through photos or video
 - An approximate expense report, outlining the use of the grant money (this is for SAI internal planning purposes only and receipts are not required)
 - All grant recipients are required to submit a grant report. Please note that the grant report will be made public, distributed, and read by faculty, staff, and the larger community. Do not include any confidential information.

I have read, understood and accepted the terms specified above.

Signature

Date

Name (Please Print)