Fieldstead Outreach Studio Guidelines
COLLEGE OF DESIGN, IOWA STATE UNIVERSITY

The college will provide funds each year to support studio courses that provide learning opportunities to College of Design students and engage communities in Iowa. Two types of grants will be awarded:

- **Direct Studio Support**: Each year, up to two studios will receive direct support to help cover such expenses as supplies, travel, technology, printing, and teaching assistants. Maximum amount awarded will be $5,000 per studio. Outreach must be focused upon Iowa.

- **Planning Support**: Each year, up to four grants will be awarded to help plan studios focused upon outreach in Iowa. Planned studios must take place within one year of the award. Eligible expenses include travel, supplies, and printing. Maximum amount awarded per grant is $1,500.

**Eligibility**
Applicants must be currently employed faculty within the College of Design, including tenured or tenure-track faculty, lecturers, and senior lecturers.

**Application Guidelines**
Applications not written to specifications will be returned without review.

The proposal must use the attached form: *Fieldstead Company Endowment Outreach Studio Funding Application*. Review of the application will be based upon the impacts and improvements made to the studio, its students, and the Iowa community or communities served. The review panel will also consider whether additional funding is leveraged from other sources (both internal and external to the College of Design). While leveraging external funding is encouraged, it is not required. Applicants may not include supplemental materials with their application, but must reference any previous work relevant to the proposal. Evaluation of the proposal must not require reviewers to access sources outside the proposal itself. The chair (or chairs) providing oversight for the studio must sign all applications. The Associate Dean for Extension and Outreach is available to answer questions about content and completeness of proposals within a reasonable period prior to submission.

**Submission**
Proposals should be sent electronically as a single PDF document to Linda Doering, ldoering@iastate.edu. Please do not submit paper copies.

**Dates for Submission**
Applications may be submitted at any time during the fall and spring semesters. Applications should be submitted no later than the 5th of each month for review on or before the 15th. Completed applications will be reviewed by a panel of three faculty members appointed by the Associate Dean for Extension and Outreach. The panel will make recommendations to the Dean of the College of Design, who will make the final decision on each proposal.

**Award Notification**: 
Applicants will be notified within thirty days of receipt.

**Post---Award Review**
Successful applicants are expected to provide a one-page report to the Associate Dean for Extension and Outreach upon completion of the studio or studio plan.
Fieldstead Company Endowment
Outreach Studio Funding Application

Name of Instructor(s)______________________________________________________________

Department(s) Involved ___________________________________________________________________

Name of Course __________________________________________________________________________

Semester (Circle One)  F    S    SS    Year ___________________________________________

Type of Proposal (Check One):  Planning Grant___________ Studio Support ______

Fieldstead Endowment Funds Requested $____________________________________________

1. Please give a short description of the studio, including any past community outreach efforts in which you have been involved.

2. Describe how the funds requested will make a difference.

3. What Iowa community or communities would be engaged through this studio effort?
4. What community organizations or governments will be involved?

5. How would the pedagogy of the studio be improved with this funding?

6. How will students benefit if these funds are awarded?

7. What impacts or improvements in the community are projected due to the engagement of the studio?

8. What other sources of funding will support this studio and how much from each source?

Chair Signature ________________________________ Date __________

Applicant(s) Signature ____________________________ Date __________

Applicant(s) Signature ____________________________ Date __________

Applicant(s) Signature ____________________________ Date __________