



## COLLEGE OF FINE ARTS AWARDS AND GRANTS

### COLLEGE OF FINE ARTS AWARDS AND GRANTS

The College of Fine Arts will recognize the outstanding work of its faculty, staff, and students; the achievement of college alumni and external partners; and support research, creative activity, outreach, and diversity, equity, and inclusion projects. Awards and grants will be recognized at the College of Fine Arts Awards Reception with invitations to members of the college and supporters and stakeholders internal and external to UTRGV. Funding will come from college funding but there is an opportunity for College of Fine Arts supporters to name awards in their honor/memory through an endowed gift.

Additionally, the College of Fine Arts encourages award winners to compete for similar awards at the institution level. So, when applicable, the application process is similar at both the college and the institution levels. The awards and grants are of four categories: excellence awards, faculty grants, achievement awards, and student scholarships.

**EXCELLENCE AWARDS.** The following awards celebrate the work of faculty and staff in the College of Fine Arts. These awards require a nomination or self-nomination. Upon acceptance of the nomination, the nominee will submit an application packet described in this document.

**CFA Excellence in Teaching Award** recognizes, encourages, and rewards outstanding faculty's contributions to the development and delivery of effective teaching and learning experiences. *\$1,000 travel award or stipend*

**CFA Excellence in Research/Scholarship/Creative Work Award** recognizes, encourages, and rewards scholarly contributions to the body of knowledge in their field. *\$1,000 travel award or stipend*

**CFA Faculty Emerging Scholar Award** recognizes and rewards tenure-track faculty for their contributions and demonstrated excellence in research or creative works. *Two \$3,000 summer stipends*

**CFA Excellence in Community Engaged Scholarship** recognizes, encourages, and rewards faculty contributions to advancing community engagement through research/creative works and experiential learning opportunities. *\$1,000 travel award or stipend*

**CFA Distinguished Career Award** recognizes and rewards a senior faculty member (tenured or non-tenure track) who has set themselves apart in teaching, service, and contributions to the scholarly community over a 20+ year career at UTRGV and its legacy institutions. Particularly, contributions to student and/or faculty success are of high regard. *\$1,000 travel award or stipend*

**CFA Staff Excellence Award** recognizes and rewards staff for their contributions to the success of the College of Fine Arts. *\$1,000 stipend*



## COLLEGE OF FINE ARTS AWARDS AND GRANTS

**FACULTY GRANTS.** The following grants support the work of faculty and will require a faculty member to submit an application packet described in this document.

**CFA Outreach and Partnership Grant** supports faculty engaging in teaching, research, or creative activity projects in partnership with an institution external to UTRGV or discipline outside of the College of Fine Arts. *\$500-2,000 per award*

**CFA DEIB Grant** supports College of Fine Arts that projects promoting diversity, equity, inclusion, social justice, and belonging. *\$500-2,000 per award*

**ACHIEVEMENT AWARDS.** The following awards celebrate the achievement of our alumni and the partnerships between the College of Fine Arts and an external partner. These awards will require a faculty or staff member to nominate an alumnus and external partner. The College will invite the award winners to attend the College of Fine Arts Awards Reception. The College will fund travel expenses as applicable and ask award winners to speak at the event. Additionally, on-campus lectures, workshops, or performances may be planned for the time that the award winner is available.

**CFA Alumnus Merit Award** recognizes an alumnus with outstanding achievements and received national or international recognition. *Presentation of plaque at Awards Event (travel expense funded)*

**CFA Young Alumnus Merit Award** recognizes an alumnus who has excelled in their profession and provided service to their communities in the early part of their career. Other areas of consideration include humanitarian service to society and direct services to the University and/or College. *Presentation of plaque at Awards Event (travel expense funded)*

**CFA Dean's Partner Award** recognizes an institution external to UTRGV that partners with the College of Fine Arts in supporting the mission of the college and promoting the success of the Arts in the Rio Grande Valley. *Presentation of plaque at Awards Event.*

**STUDENT SCHOLARSHIPS** support students who engage in travel, study abroad, and research and creative activity. Students will submit an application packet described in this document.

**CFA Global Citizenship Scholarship** supports students to study abroad. *\$500-2,000 scholarship*

**CFA Student Research Travel Scholarship** supports students who want to attend conferences or other professional venues to present their research and creative activities. *\$500 scholarship*

**CFA Undergraduate and Graduate Research Grants** support students to conduct projects in collaboration or under the mentorship with faculty members in the college. *\$500 scholarship, \$250 travel award or stipend for faculty mentor*



## COLLEGE OF FINE ARTS AWARDS AND GRANTS

### COLLEGE OF FINE ARTS AWARDS AND GRANTS COMMITTEE

With the exception of the CFA DEIB Grant, the awards and grants listed above will be decided by the College Leadership Council. The CFA DEIB Grant will be decided by the Ad Hoc CFA DEIB Committee.

**EXCELLENCE AWARDS** celebrate the work of faculty and staff in the College of Fine Arts. These awards require a nomination or self-nomination. Upon acceptance of the nomination, the nominee will submit an application packet described in this document.

*Timeline.* The timeline for excellence awards is:

<b>Date</b>	<b>Activity</b>
<b>1<sup>st</sup> Friday of February by 5:00 p.m.</b>	Deadline to submit nominations and self-nominations for CFA Awards and Grants via <a href="#">online form</a> .
<b>Following Monday</b>	Nominees will be informed of their nomination by the CFA Dean's Office.
<b>1<sup>st</sup> Friday of March</b>	Deadline for completed application packets to be submitted to the CFA Dean's Office via email to <a href="mailto:cofa@utrgv.edu">cofa@utrgv.edu</a> . CFA Dean's Office will forward to the College Leadership Council.
<b>Scheduled March meeting</b>	College Leadership Council will confer and make decisions regarding CFA Awards and Grants.
<b>March 30 or earlier</b>	CFA Dean's Office will send invitations to College of Fine Arts Awards Reception, including to all award candidates.
<b>Late April, Early May</b>	Award winners will be announced at the College of Fine Arts Awards Reception



## COLLEGE OF FINE ARTS EXCELLENCE AWARDS

### *Nomination and Evaluation Process*

1. Faculty will be identified for consideration through a nomination process.
2. Nominations must be submitted by the deadline via the online form.
  - a. All UTRGV faculty, staff, and administrators (full-and part-time) may make a nomination.
  - b. Nominators should check with the nominees prior to putting their name forward to ensure they are willing and eligible to accept the nomination.
  - c. If individuals are nominated for an award, they must recuse themselves from all aspects of that category's review process.
3. Eligibility is reviewed and confirmed by CFA Dean's Office.
4. CFA Dean's Office will notify nominated faculty and provide details for the next steps of the application process via email.
6. Nominees will submit their application packet to CFA Dean's Office via email ([cofa@utrgv.edu](mailto:cofa@utrgv.edu)) by the deadline.
7. CFA Dean's Office provides all application packets to the College Leadership Committee who conduct the evaluation process as outlined in this document.
8. All candidates will be invited to the College of Fine Arts Awards Reception where winners will be announced.

### *Eligibility Requirements*

1. All full-time UTRGV faculty and staff who, at the time of nomination, have completed at least two consecutive years of service at UTRGV (with the exception of the Emerging Scholar Award). Part-time faculty and staff and full-time administrators are not eligible for nomination.
2. Nominated faculty should NOT have been a recipient of a CFA excellence award in the same category as current nomination within the last five years.
3. Nominated faculty and staff should NOT have been a recipient of any CFA excellence award within the last three years.
- 4.. In order to be eligible for the Distinguished Career Award, faculty and staff nominees must have *at least* 20 years of full-time service to UTRGV and its legacy institutions.



## COLLEGE OF FINE ARTS EXCELLENCE AWARDS

### *Preparing the Application Packet*

Each candidate should assemble a **single PDF file** that includes all items listed below. The candidate's name and award category should be clearly identified in the file's name (e.g., JaneVaquero\_Teaching). Packets should be submitted via email to the CFA Dean's Office at [cofa@utrgv.edu](mailto:cofa@utrgv.edu) no later than the identified deadline. All documents are expected to adhere to the page limits specified in these instructions. Candidates that do not follow the guidance outlined in the instructions below are subject to disqualification.

### **Application Packet Contents**

#### **1. Cover Page containing the following information:**

- a. Excellence award category
- b. Full name of candidate
- c. Current position of candidate (title, rank, department/school, and college)
- d. Number of years in current position as well as total number of years at UTRGV and legacy institutions
- e. UTRGV email address
- f. Phone number

**2. Letter of Nomination** (Max. length: Two (2) pages). The letter should summarize the candidate's achievements in the area of the Excellence Award and address impact(s).

**3. List of Recent Achievements/Activities** The list of achievements should only include work done at UTRGV and span no longer than the past five years ***except in the case of applications for the Distinguished Career Award***, in which case candidates should provide a summary of their achievements over the course of their career at UTRGV and its legacy institutions. *A specific emphasis should be placed on sharing the achievements and activities within the award's category.*

**4. Letters of endorsement** (Max. length per letter: One (1) page). Up to five (5) letters of endorsement may be included per packet. Letters may be written by any individual who can speak to the excellence award criteria. Letters from students who may be advised or evaluated by the faculty candidate are discouraged, however, those from former students/graduates are appropriate. The role/position of the letter's author should be clearly identified either within the letter's content or denoted by the candidate on behalf of the author.



### COLLEGE OF FINE ARTS EXCELLENCE AWARDS

**CFA Excellence in Teaching Award** recognizes, encourages, and rewards outstanding faculty's contributions to the development and delivery of effective teaching and learning experiences.

*\$1,000 travel award*

*Criteria.* Applications will be evaluated based on the following criteria:

1. Candidate's implementation of teaching methodologies are appropriate to the discipline with noteworthy innovation in teaching, including use of new technology as available.
2. Individual has demonstrated continuous improvement of course material and assessment tools to enhance student learning outcomes.
3. Faculty creates a positive learning environment and ensures academic rigor.

*Helpful Tips.*

- The members of the Committee are likely to be from different disciplines than the candidate, meaning that clear and simple prose (rather than discipline-specific jargon) is helpful.
- Candidates should encourage individuals writing supporting letters to clearly identify their professional status, vantage point, or area of expertise.
- Summaries of the candidate's student evaluations and peer-reviews of their teaching are recommended.
- Applicants are highly encouraged to provide materials in their packet that address assessment of student learning outcomes.



### COLLEGE OF FINE ARTS EXCELLENCE AWARDS

**CFA Excellence in Research/Scholarship/Creative Work Award** recognizes, encourages, and rewards scholarly contributions to the body of knowledge in their field. *\$1,000 travel award*

*Criteria.* Applications will be evaluated based on the following criteria:

1. The candidate's research/scholarly or creative work is/has been recognized for its impact locally, regionally, or nationally.
2. The research/scholarly or creative work expanded the body of knowledge in the faculty member's discipline.
3. The individual's research/scholarly or creative work has distinctly impacted the academic discipline.

*Helpful Tips.*

- The members of the Committee are likely to be from different disciplines than the candidate, meaning that clear and simple prose (rather than discipline-specific jargon) is helpful.
- Candidates should encourage individuals writing supporting letters to clearly identify their professional status, vantage point, or area of expertise.
- All supporting letters should address the significance and impact of the research/creative work in its theoretical, practical, and/or artistic aspects as well as how it has advanced/contributed to the knowledge in the field/discipline.
- Supporting letters from peers outside of UTRGV are especially useful.

**NOTE:** *A copy of the research/creative work itself (e.g., book, journal article, artwork, etc.) will not be shared with the committee.*



### COLLEGE OF FINE ARTS EXCELLENCE AWARDS

**CFA Faculty Emerging Scholar Award** recognizes and rewards tenure-track faculty for their contributions and demonstrated excellence in research or creative works. *Two \$3,000 summer stipend*

*Criteria.* Applications will be evaluated based on the following criteria:

1. Faculty member must currently be tenure-track (i.e., an assistant professor).
2. Accomplishments reflect innovative research and scholarship.
3. Nominee's scholarly contributions to the field are making a notable influence and attracting recognition.
4. Faculty's pattern of scholarly work demonstrates great potential for impact in the discipline.

*Helpful Tips.*

- The members of the Committee are likely to be from different disciplines than the candidate, meaning that clear and simple prose (rather than discipline-specific jargon) is helpful.
- Candidates should encourage individuals writing supporting letters to clearly identify their professional status, vantage point, or area of expertise.
- All supporting letters should address the significance and impact of the research/creative work in its theoretical, practical, and/or artistic aspects as well as how it has advanced/contributed to the knowledge in the field/discipline.
- Supporting letters from peers outside of UTRGV are especially useful.

**NOTE:** *A copy of the research/creative work itself (e.g., book, journal article, artwork, etc.) will not be shared with the committee.*





### COLLEGE OF FINE ARTS EXCELLENCE AWARDS

**CFA Excellence in Community Engaged Scholarship** recognizes, encourages, and rewards faculty contributions to advancing community engagement through research/creative works and experiential learning opportunities. *\$1,000 travel award*

*Criteria.* Applications will be evaluated based on the following criteria:

1. The impact of the faculty's contributions to community engaged scholarship have gained local, regional, and/or national recognition.
2. Candidate demonstrated leadership through infusion of community engagement in research, creative works, or experiential learning opportunities.
3. Reciprocal community partnerships have flourished through individual's engagement.

*Helpful Tips.*

- The members of the Committee are likely to be from different disciplines than the candidate, meaning that clear and simple prose (rather than discipline-specific jargon) is helpful.
- Candidates should encourage individuals writing supporting letters to clearly identify their professional status, vantage point, or area of expertise.
- The supporting materials should clearly articulate how the faculty member infuses community engagement in their research/creative works or through experiential learning opportunities.
- Letters of endorsement from community members who can attest to the impact of the activities are highly recommended.



## COLLEGE OF FINE ARTS EXCELLENCE AWARDS

**CFA Distinguished Career Award** recognizes and rewards a senior faculty member (tenured or non-tenure track) who has set themselves apart in teaching, service, and contributions to the scholarly community over a 20+ year career at UTRGV and its legacy institutions. Particularly, contributions to student and/or faculty success are of high regard. *\$1,000 travel award*

*Criteria.* Applications will be evaluated based on the following criteria:

1. Full-time service to UTRGV and legacy institutions exceeds 20 years.
2. Faculty member has had significant impact on student/faculty success.
3. Candidate's contributions have made a notable influence on the institution and attracted recognition for their work.
4. Candidate has demonstrated continuous excellence in numerous areas over the course of a career.

*Helpful Tips.*

- The members of the Committee are likely to be from different disciplines than the candidate, meaning that clear and simple prose (rather than discipline-specific jargon) is helpful.
- Candidates should encourage individuals writing supporting letters to clearly identify their professional status, vantage point, or area of expertise.
- The supporting materials should clearly articulate the impact the faculty member has had in multiple areas over the course of their time at UTRGV and its legacy institutions.
- It is highly recommended that applicants provide letters from former students, colleagues, or administrators, in addition to current peers/students, that can demonstrate the longevity of excellence.

**NOTE:** *A copy of the research/creative work itself (e.g., book, journal article, artwork, etc.) will not be shared with the committee.*



### COLLEGE OF FINE ARTS EXCELLENCE AWARDS

**CFA Staff Excellence Award** recognizes and rewards staff for their contributions to the success of the College of Fine Arts. *\$1,000 stipend*

*Criteria.* Applications will be evaluated based on the following criteria:

1. The candidate demonstrates leadership, commitment, and dedication to the college, university, community, and/or profession.
2. The candidate's service significantly impacts the college, university, community, and/or profession.

*Helpful Tips.*

- The members of the Committee are likely to be from different disciplines than the candidate, meaning that clear and simple prose (rather than discipline-specific jargon) is helpful.
- Candidates should encourage individuals writing supporting letters to clearly identify their professional status, vantage point, or area of expertise.
- All supporting materials, including letters of endorsement, should clearly articulate the impact or results of the candidate's activities.
- It is highly recommended that applicants provide letters from current and former students, faculty, staff, or administrators, in addition to current peers/students.



**COLLEGE OF FINE ARTS STUDENT SCHOLARSHIPS**

**FACULTY GRANTS** support the work of faculty and will require a faculty member to submit an application packet described in this document.

*Timeline.* The timeline for faculty grants is:

<b>Date</b>	<b>Activity</b>
<b>1<sup>st</sup> Friday of March</b>	Deadline for completed grant proposals to be submitted to the CFA Dean's Office via email to <a href="mailto:cofa@utrgv.edu">cofa@utrgv.edu</a> . CFA Dean's Office will forward to the College Leadership Council.
<b>Scheduled March meeting</b>	College Leadership Council will confer and make decisions regarding CFA Awards and Grants.
<b>March 30 or earlier</b>	CFA Dean's Office will send invitations to College of Fine Arts Awards Reception, including to all grant applicants.
<b>Late April, Early May</b>	Grant recipients will be announced at the College of Fine Arts Awards Reception



## COLLEGE OF FINE ARTS STUDENT SCHOLARSHIPS

### *Proposal and Evaluation Process*

1. Applicant(s) will submit their grant proposal to CFA Dean's Office via email ([cofa@utrgv.edu](mailto:cofa@utrgv.edu)) by the deadline.
2. CFA Dean's Office provides all application packets to the College Leadership Committee who conduct the evaluation process as outlined in this document.
3. If members of the CLC apply for a grant, they must recuse themselves from all aspects of that category's review process.
4. All applicants will be invited to the College of Fine Arts Awards Reception where winners will be announced.

### *Eligibility Requirements*

1. All full-time UTRGV faculty and staff who, at the time of submission, have completed at least two consecutive years of service at UTRGV. Part-time faculty and staff and full-time administrators are not eligible for grants.
2. Faculty should NOT have been a recipient of a CFA grant in the same category as current submission within the last three years. If there are co-applicants and one or more applicants have not received a grant in the last three years, the proposal will be considered.
3. Faculty should NOT have been a recipient of any CFA grant within the last year. If there are co-applicants and one or more applicants have not received a grant in the last year, the proposal will be considered.



## COLLEGE OF FINE ARTS STUDENT SCHOLARSHIPS

### *Preparing the Application Packet*

Each applicant(s) should assemble a **single PDF file** that includes all items listed below. The applicant's name(s) and award category should be clearly identified in the file's name (e.g., JaneVaquero\_FacultyEnhancement). Packets should be submitted via email to the CFA Dean's Office at [cofa@utrgv.edu](mailto:cofa@utrgv.edu) no later than the identified deadline. All documents are expected to adhere to the page limits specified in these instructions. Applicants that do not follow the guidance outlined in the instructions below are subject to disqualification.

### **Application Packet Contents**

#### **1. Cover Page containing the following information:**

- a. Name of grant
- b. Full name(s) of applicant(s)
- c. Current position of candidate(s) (title, rank, department/school, and college)
- d. Number of years in current position as well as total number of years at UTRGV
- e. UTRGV email address
- f. Phone number

#### **2. Project Summary** (Max. length: Two (2) pages). Describe your project and how it meets the criteria for the grant.

#### **3. Budget** (\$500-2,000). Please provide the amount and brief description of your budget.

*Materials.*

*Equipment.*

*Travel.*

*Summer Stipend.*

*Personnel.*

*Other.*

#### **4. Expected Project Outcomes.** (Max. length: Two (2) pages). What will you consider to be successful outcomes of your program and how will you measure effectiveness?



### COLLEGE OF FINE ARTS STUDENT SCHOLARSHIPS

**CFA Outreach and Partnership Grant.** Grant supports faculty engaging in teaching, research, or creative activity projects in partnership with an institution external to UTRGV or discipline outside of the College of Fine Arts. *\$500-2,000 per award*

*Criteria.* Applications will be evaluated based on one or more of the following criteria:

1. Provide students with career development learning outcomes and job experience through internships and field work.
2. Provide undergraduate and graduate research opportunities in partnership with external organizations.
3. Develop interdisciplinary curriculum between CFA and other UTRGV colleges.
4. Support faculty research and creative activity that involves students in partnership with external organizations.
5. Support faculty research and creative activity that has the potential to lead to future extramural funding.
6. Identify partners to match CFA support through external, grants, fellowships, and paid internships.

**CFA DEIB Grant** supports College of Fine Arts that projects promoting diversity, equity, inclusion, social justice, and belonging. Recipient of this grant will be determined by the Ad Hoc College of Fine Arts Diversity, Equity, Inclusion, and Belonging Committee (CFA DEIB). *\$500-2,000 per award*

*Criteria.* Applications will be evaluated based on one or more of the following criteria:

1. Curriculum development related to diversity, equity, inclusion, social justice, and belonging.
2. Research/Creative Activities related to the intersection of the Arts and issues of diversity, equity, inclusion, social justice, and belonging.
3. Workshops, including guest lecturers and artists, related to diversity, equity, inclusion, social justice, and belonging.
4. Research/Creative Activities featuring the work of underrepresented voices, in repertoire, artists, and scholars.



**COLLEGE OF FINE ARTS STUDENT SCHOLARSHIPS**

**ACHIEVEMENT AWARDS** celebrate the achievement of our alumni and the partnerships between the College of Fine Arts and an external partner. These awards will require a faculty or staff member to nominate an alumnus and external partner. The College will invite the award winners to attend the College of Fine Arts Awards Reception. The College will fund travel expenses as applicable and ask award winners to speak at the event. Additionally, on-campus lectures, workshops, or performances may be planned for the time that the award winner is available.

*Timeline.* The timeline for achievement awards is:

<b>Date</b>	<b>Activity</b>
<b>1<sup>st</sup> Friday of March</b>	Deadline to submit nominations for CFA Awards via email to <a href="mailto:cofa@utrgv.edu">cofa@utrgv.edu</a> . CFA Dean's Office will forward to the College Leadership Council.
<b>Scheduled March meeting</b>	College Leadership Council will confer and make decisions regarding CFA Awards and Grants.
<b>March 30 or earlier</b>	CFA Dean's Office will contact award winners and make travel arrangements to attend the College of Fine Arts Awards Reception and other on-campus activities, if applicable.
<b>Late April, Early May</b>	Award winners will be asked to give brief remarks at the College of Fine Arts Awards Reception





## COLLEGE OF FINE ARTS STUDENT SCHOLARSHIPS

### *Nomination and Evaluation Process*

1. All UTRGV faculty, staff, and administrators (full-and part-time) may make a nomination. They must submit their nomination packet to CFA Dean's Office via email ([cofa@utrgv.edu](mailto:cofa@utrgv.edu)) by the deadline.
2. CFA Dean's Office provides all application packets to the College Leadership Committee who conduct the evaluation process as outlined in this document.
3. CFA Dean's Office will contact award winners and make travel arrangements to attend the College of Fine Arts Awards Reception and other on-campus activities, if applicable.

### *Preparing the Nomination Packet*

Each nominator should assemble a **single PDF file** that includes all items listed below. The nominator's name and award category should be clearly identified in the file's name (e.g., JaneVaquero\_YoungAlumni). Packets should be submitted via email to the CFA Dean's Office at [cofa@utrgv.edu](mailto:cofa@utrgv.edu) no later than the identified deadline. All documents are expected to adhere to the page limits specified in these instructions. Nominations that do not follow the guidance outlined in the instructions below are subject to disqualification.

### **Application Packet Contents**

#### **1. Cover Page containing the following information:**

- a. Name of award
- b. Full name of nominator
- c. Current position of nominator (title, rank, department/school, and college)
- d. Nominee's name, including group or institution (if applicable to nomination)
- e. Nominee's current position(s) (title, institution), including employers and volunteer (if applicable to nomination)
- f. Nominee's email, phone, address

**2. Letter of Nomination** (Max. length: Two (2) pages). The letter should summarize the nominee's achievements in the area of the Award and address impact(s).

**3. List of Recent Achievements/Activities** The list of achievements over the course of their career or length of partnership (if applicable to nomination).



### COLLEGE OF FINE ARTS STUDENT SCHOLARSHIPS

**CFA Alumnus Merit Award** recognizes an alumnus with outstanding achievements and received national or international recognition. *Presentation of plaque at Awards Event (travel expense funded)*

*Criteria.* Applications will be evaluated based on the following criteria:

1. Alumnus graduated with a degree program currently in the College of Fine Arts from UTRGV or its legacy institutions.
2. Accomplishments reflect outstanding achievements and received national or international recognition.

*Helpful Tips.*

- The members of the Committee are likely to be from different disciplines than the candidate, meaning that clear and simple prose (rather than discipline-specific jargon) is helpful.

**CFA Young Alumnus Merit Award** recognizes an alumnus who has excelled in their profession and provided service to their communities in the early part of their career. Other areas of consideration include humanitarian service to society and direct services to the University and/or College. *Presentation of plaque at Awards Event (travel expense funded)*

*Criteria.* Applications will be evaluated based on the following criteria:

1. Alumnus graduated with a degree program currently in the College of Fine Arts from UTRGV or its legacy institutions in the last ten years.
2. Accomplishments reflect outstanding achievements in their profession and provided service to their communities.

*Helpful Tips.*

- The members of the Committee are likely to be from different disciplines than the candidate, meaning that clear and simple prose (rather than discipline-specific jargon) is helpful.



### COLLEGE OF FINE ARTS STUDENT SCHOLARSHIPS

**CFA Dean's Partner Award** recognizes an institution external to UTRGV that partners with the College of Fine Arts in supporting the mission of the college and promoting the success of the Arts in the Rio Grande Valley. *Presentation of plaque at Awards Event.*

*Criteria.* Applications will be evaluated based on the following criteria:

1. An individual, group, or institution that has partnered with the College of Fine Arts in support of the mission of the college and promoting the success of the Arts in the Rio Grande Valley.
2. Partner should not be nominated if they have received the award in the last five years.

*Helpful Tips.*

- The members of the Committee are likely to be from different disciplines than the candidate, meaning that clear and simple prose (rather than discipline-specific jargon) is helpful.



## COLLEGE OF FINE ARTS STUDENT SCHOLARSHIPS

**STUDENT SCHOLARSHIPS** support students who engage in travel, study abroad, and research and creative activity. Students will submit an application packet described in this document.

*Timeline.* The timeline for student scholarships is:

<b>Date</b>	<b>Activity</b>
<b>Any time</b>	Students complete application packets to be submitted to the CFA Dean's Office via email to <a href="mailto:cofa@utrgv.edu">cofa@utrgv.edu</a> . CFA Dean's Office will forward to the College Leadership Council.
<b>Subsequent CLC meeting</b>	College Leadership Council will confer and make decisions regarding CFA Awards and Grants.
<b>Following CLC meeting</b>	CFA Dean's Office will notify student and faculty mentor of the award and will make arrangements for use of scholarship funds.
<b>Late April, Early May</b>	Student scholarship award winners and their faculty mentors from the entire fiscal year will be recognized at the College of Fine Arts Awards Reception

### *Nomination and Evaluation Process*

- 1.. Students will submit their application packet to CFA Dean's Office via email ([cofa@utrgv.edu](mailto:cofa@utrgv.edu)) at any time.
2. If a student is traveling as a part of a group (i.e., study abroad, ensemble tour), each individual student must submit an application. *A single, joint application for all members of an ensemble or group will not be accepted as the College of Fine Arts Dean's Office has to verify a student's eligibility for the scholarship.*
- 2.. CFA Dean's Office provides all application packets to the College Leadership Committee who conduct the evaluation process as outlined in this document.
3. Students will be informed of the committee's decision after the meeting has concluded.
4. Student winners and their faculty mentors from the entire fiscal year will be invited to the College of Fine Arts Awards Reception to be recognized.



## COLLEGE OF FINE ARTS STUDENT SCHOLARSHIPS

### *Eligibility Requirements*

1. All full-time UTRGV College of Fine Arts students are eligible.
2. A student can only receive one student scholarship per fiscal year.
3. A faculty mentor can only receive one mentor award per fiscal year.

### *Preparing the Application Packet*

Each candidate should assemble a **single PDF file** that includes all items listed below. The candidate's name and award category should be clearly identified in the file's name (e.g., JaneVaquero\_StudentTravel). Packets should be submitted via email to the CFA Dean's Office at [cofa@utrgv.edu](mailto:cofa@utrgv.edu). All documents are expected to adhere to the page limits specified in these instructions. Candidates that do not follow the guidance outlined in the instructions below are subject to disqualification.

### **Application Packet Contents**

#### **1. Cover Page containing the following information:**

- a. Scholarship award category
- b. Full name of student
- c. Major, Expected Graduation
- d. UTRGV email address
- e. Phone number

#### **2. Letter of Nomination** (Max. length: Two (2) pages). The letter should summarize the candidate's travel plans and/or research/creative project, including:

- a. Name of project, conference, or study abroad program.
- b. Description of project, conference, or study abroad program.
- c. Expected costs of project, conference, or study abroad program.

#### **3. Faculty Mentor letter of endorsement** (Max. length per letter: One (1) page). The student should request an endorsement letter from one faculty mentor who supervises/collaborates research, teaches in or oversees study abroad program, and/or advises/supervises travel (ensemble director, trip organizer). This letter should articulate the value of the travel/research in the student's educational experience.



### COLLEGE OF FINE ARTS STUDENT SCHOLARSHIPS

**CFA Global Citizenship Scholarship** supports students to study abroad. *\$500-2,000 scholarship*

*Criteria.* Applications will be evaluated based on the following criteria:

1. Student must be full-time, pursuing a degree in the College of Fine Arts.
2. Study abroad enhances the educational experience of the student.

*Helpful Tips.*

- The members of the Committee are likely to be from different disciplines than the candidate, meaning that clear and simple prose (rather than discipline-specific jargon) is helpful.
- Student should be specific in their description of the study abroad opportunity in how it will positively enhance their educational experience.
- Faculty mentor should clearly identify their role in the study abroad opportunity.

**CFA Student Research Travel Scholarship** supports students who want to attend conferences or other professional venues to present their research and creative activities. *\$500 scholarship*

*Criteria.* Applications will be evaluated based on the following criteria:

1. Student must be full-time, pursuing a degree in the College of Fine Arts.
2. Travel enhances the educational experience of the student.

*Helpful Tips.*

- The members of the Committee are likely to be from different disciplines than the candidate, meaning that clear and simple prose (rather than discipline-specific jargon) is helpful.
- Student should be specific in their description of the travel opportunity in how it will positively enhance their educational experience.
- Faculty mentor should clearly identify their role in the travel opportunity.



### COLLEGE OF FINE ARTS STUDENT SCHOLARSHIPS

**CFA Undergraduate and Graduate Research Grants** support students to conduct projects in collaboration or under the mentorship with faculty members in the college. *\$500 scholarship, \$250 travel for faculty mentor*

*Criteria.* Applications will be evaluated based on the following criteria:

1. Student must be full-time, pursuing a degree in the College of Fine Arts.
2. Research or creative activity enhances the educational experience of the student.
3. A description of expenses associated with the research project should be clearly described. Expenses may include but are not limited to materials, travel, venue and equipment rental, and conference registration. *Funds cannot be used for personnel or equipment.*
4. Research or creative project can be associated with a course, but the student should have a significant role in the project (*i.e., PI or co-PI*). Projects where students are serving as a research assistant or as a performer in a faculty-led performance will not be considered.

*Helpful Tips.*

- The members of the Committee are likely to be from different disciplines than the candidate, meaning that clear and simple prose (rather than discipline-specific jargon) is helpful.
- Student should be specific in their description, including expenses, of the research project in how it will positively enhance their educational experience.
- Faculty mentor should clearly identify their role in the research project (*e.g., supervisor, collaborator* (if so, describe faculty and student roles in collaboration)).