

## Thesis Improvement Grant Application

Student Name: \_\_\_\_\_ CSU ID: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Thesis Adviser Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

The Thesis Improvement Grant (TIG) is to help a student defray expenses directly related to a student's Honors Thesis, such as supplies, travel, and other expendables. Purchase of equipment, books, tuition, etc. is not allowed. Requests should total between \$100 and \$400. To be eligible, students must (1) be enrolled in HONR499, (2) have a completed Formal Proposal submitted on the [HONR 499 Portal](#) and (3) be in good academic standing in the Honors Program. The student should work with the Thesis Adviser in preparing the application. To assure full consideration, completed TIG applications must be submitted to the [Director of the University Honors Program](#) by 5 pm on the Friday of the 5<sup>th</sup> week of the semester. Awards are based on availability of funds. Those receiving a TIG are not eligible for an Individual Honors Enrichment Award for that academic year.

The application must be typed and be 1-2 pages in length. It must comply with the following format and be appended to the cover page, with student and faculty signatures:

1. Thesis title
2. Thesis description. Describe the background and scope of the thesis project or creative activity.
3. Budget. Provide an itemized budget, including a budget justification. Also include any other sources of funding, if any, and amounts from each source (e.g., scholarships, grants, personal funds, support from adviser, etc.). If there are no other sources, include a statement to that effect. The justification should explain why each item is needed for the thesis.

Total Request: \$ \_\_\_\_\_

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

**Faculty Adviser Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**All approved TIG requests require that the Honors Thesis Formal Proposal be complete via the HONR 499 Portal. If the TIG funds are approved, the funds are placed in your student account via Financial Aid. If there is an outstanding balance in your student account, the funds go towards the balance and you will be unable to draw on TIG funds.**

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**For Approval University Honors Program Use Only**  
Modifications to Proposal:

Amount Approved: \$ \_\_\_\_\_

Approval: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
Director, University Honors Program

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**Office Use Only**

Approved plus any adjustments: \_\_\_\_\_