

Yale INSTITUTE OF SACRED MUSIC

Colloquium Presentation Grant Request

(up to \$750 per team project--\$375 per individual; up to \$500 for solo presentations)

Grants are available to support **research** and/or **performance costs** for student Colloquium presentations. Allowable research expenses include transportation, accommodations, and/or fees or ticket purchases for access to project-related resources. The ISM will not reimburse students for food, textbooks / CDs, computer programs or equipment. Singers or instrumentalists may be hired by the hour only for rehearsals and/or the presentation itself. ISM students cannot be paid for the actual performance in Colloquium. To apply, please submit this form at least one month before the presentation to Kristen Forman in Miller Hall (Rm. 201) or by email (kristen.forman@yale.edu). You will be notified when your request has been approved. Reimbursement/payment is initiated following the presentation.

Application date: _____

Presentation Date: _____

Name and Degree program: _____

Email: _____

Phone: _____

Name and Degree program: _____

Email: _____

Phone: _____

Research Expenses

Attach description of each item.

Transportation: \$ _____

(air, train, taxis, parking, or mileage - \$.58/mile)

Accommodations: \$ _____

Miscellaneous: \$ _____

Total amount requested: \$ _____

Performance Expenses

Attach list of performers. Hourly rate is \$18.

Non-ISM Performers: \$ _____

ISM Performers: \$ _____

(payment for rehearsal time only)

Total amount requested: \$ _____

ISM Administrator Approval/ Date

ISM Director Approval/ Date
