Dashiell Travel Award Guidelines
Mary Schiller Myers School of Art
The University of Akron

Due Date: Monday, October 29, 2018 by 12:00 noon

The Malcolm J. Dashiell scholarship fund was created in 1997 through an estate gift from Janet Dashiell Gardner in memory of her husband who taught sculpture at The University of Akron for 17 years and helped establish the Bachelor of Fine Arts degree program. Earnings from this endowed fund will be used to provide financial assistance to students majoring in art for educational travel experiences, including foreign travel, sponsored study abroad, workshops, seminars, field trips, independent study, conferences, and travel to temporary and permanent exhibits which relate to art studies.

Purpose of Award
The Dashiell Travel Award provides students in the Myers School of Art partial support for educational travel. Appropriate opportunities include:

- study away or abroad with a daily art-related itinerary (Myers School of Art sponsored trips for which dedicated scholarships exist are not eligible for Dashiell funds);
- art workshops such as those offered at Penland, Cortona, or Arrowmont;
- art seminars and conferences such as SPE (Society for Photographic Education), SNAG (Society for North American Goldsmiths), NCECA (National Council on Education for the Ceramic Arts), or AIGA (American Institute of Graphic Arts);
- travel to temporary and permanent art exhibits, including foreign travel; and

Those traveling on group trips organized through Myers School of Art may apply for individual Dashiell Travel Grants if they meet the eligibility requirements, but preference is given to individual student travel.

The maximum award amount in the Fall 2018 semester is $1,000 per grant.

Timeline
There are two annual grant cycles for the Dashiell Travel Award, in fall and spring. Travel Awards can be used in either the current or subsequent term. Thus, Fall 18 Travel Awards can be used in FA 18 or SP 19.

Eligibility
Eligible for the Dashiell Travel Award are undergraduate students who:

- are currently enrolled in 6 credits of art studio, art education, and/or art history at the Mary Schiller Myers School of Art;
- have completed at least 12 credits of 7100 coursework at the Myers School of Art;
- have declared Art as your first and primary major; and
- have a 3.0 cumulative GPA. This data can be found in your DARS.
Funding is not available for:
- graduating seniors in their final term or post-baccalaureate students;
- more than one Dashiell Travel Award application per student per semester;
- overseas travel more than once except in unusual circumstances;
- visits to graduate schools;
- group proposals;
- any student who has not yet fulfilled completely the requirements of any earlier grant or award issued through the Myers School of Art;
- any student not in good standing with the Office of Office of Student Conduct and Community Standards; and
- applications that are incomplete or submitted after the deadline.

**APPLICATION REQUIREMENTS**

Applications must include the following in a single PDF document:
- Cover sheet
- Resume
- Proposal narrative
- Budget
- Documentation of Work, including an artist’s statement if applicable
- If the application is required for a class, a recommendation letter is also required. This may be submitted directly to the committee chair from the faculty member.

Incomplete applications will be subject to reduced funding or rejected at the discretion of the committee.

**Application Submission**

Email a single PDF file of your application materials to the Chair of the Scholarship and Grants Committee, Dr. Elisha Dumser (edumser@uakron.edu) by 12noon on Monday October 29, 2018. No materials will be accepted in hard copy or as print outs.

Applicants will receive a confirmation email within 24 hours of submission, if successful. If you do not receive this email, please resubmit. It is the responsibility of the applicant to ensure your application is complete and successfully emailed by the deadline; no extensions due to technical issues will be granted.

**Cover sheet**

The requisite cover sheet must be completely and accurately filled out; reformatted versions of the cover sheet are not permitted. If you need assistance determining your GPA or earned credit hours, please consult the Manager of Student Affairs. The cover sheet can be found on the last page of these guidelines or as a PDF form on the Scholarships and Grants webpage (http://www.uakron.edu/art/student-life/scholarships-and-grants.dot).
Resume
The resume submitted with a Dashiell application should include school and community service, educational travel, exhibition history, extracurricular activities (e.g., employment, volunteer experience, activities, memberships, offices held) and any other relevant professional experience. Detailed, comprehensive resumes assist the committee in evaluating your application; many students, especially those in Graphic Design, find that their professional resume needs significant additional information and narrative detail. Sample formats for resumes by discipline can be found on the College Art Association website (collegeart.org/guidelines/) or in The University of Akron Career Center (uakron.edu/career/).

Proposal Narrative
Address the following in a well-written essay not to exceed 3 pages (750 words maximum).
1. Describe the type of educational travel the award will support (e.g., study abroad, conference, workshop, or other travel experience). Include travel dates, the sponsor of the trip (if appropriate), a detailed itinerary, and any additional applicable information. For programs with admission requirements, indicate the status of your application (accepted, waitlisted, etc.).
2. Explain in detail how this travel experience will help your academic and professional development. Mention any opportunities you will have to interact with professionals and experts in your field during the travel experience.
3. Describe the body of work or research project related to the travel experience. Explain your research and conceptual interests in the area(s) of art, design, art history, or education. This summary should be clear, concise, and free of technical terminology and jargon. Students are encouraged to cross-reference the sample(s) work submitted.
4. Discuss the need for project funding.
5. Address plans to engage the arts community in the Myers School and the University of Akron, and/or the broader local, regional, or national community post-travel to share what you have learned. This can be accomplished through a variety of creative ways, including an exhibition, high school visit (accompanied by faculty or staff), class visits (in conjunction with faculty), presentations, or process demonstrations. Be creative – the goal is to share your learning broadly and effectively with the greater Myers community.

Budget
The Dashiell Travel Grant can be used to cover domestic and international travel costs; lodging; meals; local transportation while away from Akron; international health insurance (if purchased through the University of Akron); as well as appropriate registration and museum admission fees. Submit a detailed, complete budget for your entire educational travel experience; budgets listing only items for which funding is requested are not complete, and may be rejected outright or subject to reduced funding at the discretion of the committee.

The travel budget must be reasonable and realistic. It must account for all major expenses involved in the travel experience. Since funding is limited, applicants are expected to utilize
award funds effectively. A lack of effort to obtain cost-effective transportation or lodging will count against an applicant. If an applicant requests funding for particularly expensive travel expenses, they must be justified.

Applicants must disclose all additional funding sources, including Director’s Grants, self-funded contributions, contributions from student organizations, and all other subsidies. Applicants must also disclose if they will be compensated in association with this award. For example, if you will be paid for a service or lecture (including events intended to fulfill the community engagement requirement of the Dashiell Travel Award), this must be disclosed.

**Documentation of Work**
Submit examples of your strongest work in order to support your application. Students are expected to select their work independently, without consulting faculty or others for advice. You are encouraged to refer to these examples of your work in the proposal essay.

- For studio majors: 5-10 images documenting your work plus an artist’s statement, if appropriate for your concentration. Images should be labeled with title, date, dimensions, and materials. If the work was created for a class assignment, note that in the caption as well.
- For art history majors: research paper.
- For art education majors: sample of curriculum development such as a full lesson plan with studio samples, electronic portfolios, or advanced research project.

**Recommendation Letter**
If this application is required for a class, an individualized letter of recommendation from that faculty member must accompany your application materials. Only applications required for a course need to include a letter of support.

**Evaluation of Applications**
All complete, eligible applications received before the deadline will be considered by the Scholarships and Grants Committee. The Scholarships and Grants Committee reserves the right to interview applicants. The committee members for Spring 2018 are:

Kate Budd, Associate Professor, Sculpture
Dr. Elisha Dumser, Chair, Associate Professor, Art History
Del Ray Loven, Professor, Painting and Drawing
Melissa Stallard, Associate Professor, Photography
Dave Szalay, Associate Professor, Graphic Design
Laura Vinnedge, Associate Professor, Painting and Drawing

The Manager of Student Affairs joins the committee as a non-voting member.

**Notification of the Award**
Awardees will be notified by email of their Dashiell Travel Award.
Award recipients must:
If selected to receive an award, you are obligated to:

- Meet with the Myers School of Art Budget Coordinator, Carolyn Jentner (cj19@uakron.edu; 330-972-8801; Folk 108) to review the reimbursement process and paperwork.
- Give back to the school by participating in school-sponsored events. Events can include high school visits, Portfolio Review Days, speaking to an Arts Orientation class about your award, and other events where a student’s voice and perspective are valued. Your participation will be coordinated by the Manager of Student Affairs, and by accepting this grant you agree to serve in at least three events during the next two semesters.
- Fulfill your pledged contribution to Myers arts community within 6 months of your return. If your contribution is an event, you must advertise it at least one week in advance, and you are strongly encouraged to schedule it in order to maximize your outreach. Dashiell recipients must submit a brief report documenting their ‘give-back’ within 2 weeks of the event; award recipients will be provided with a form to complete which includes the event name, location, date and time, as well as a brief description of the activity and an estimate of its attendance. Reports should be emailed to the committee chair (edumser@uakron.edu).

Failure to complete all of these requirements may result in either the award not being disbursed, and/or a hold being placed on your student record.

The following conditions pertain to all travel awards:

- The University of Akron and the Mary Schiller Myers School of Art are not responsible for any illness, accident or other problem, which may arise during the funded travel.
- If you do not complete your entire travel itinerary for any reason, you will be required to reimburse the school. For this reason, you may wish to purchase travel insurance.
- Funds will not be reimbursed if you violate the Student Code of Conduct (http://www.uakron.edu/sja/code-of-conduct.dot) while traveling. Those suspected to be in violation of the Student Code of Conduct will be referred to the Office of Student Judicial Affairs. Further, any violation will disqualify you from all future award funding through the Myers School of Art.

Questions?
Any questions about the Dashiell Travel Award Guidelines or application process should be directed to the current Chair of the Scholarships and Grants Committee, Dr. Elisha Dumser (edumser@uakron.edu).
Dashiel Travel Award Rubric

**Purpose:** This rubric is intended as a tool to facilitate discussion among committee members during the review of applications. Not all criteria are of equal value, but all will be considered to some degree during the application review process. The numerical component of this rubric should not be over-valued in the application review process.

Student Name: _____________________________  Evaluator: _______________________

**Step one: Determine Eligibility**

Fulfills academic criteria?  Yes / No
Application is complete?  Yes / No

**Step two: Evaluate Merit**

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Score (1-5, high to low)</th>
<th>Notes</th>
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<tr>
<td><em>Resume:</em> quality and quantity of service, exhibitions, and professional experience</td>
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<td><em>Proposal Narrative:</em></td>
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<td>Clear, complete description of the proposed travel experience</td>
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<td>Potential of travel experience to enhance the student’s professional and artistic development</td>
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<td>Well-defined relationship between the travel experience and the body of work / research project</td>
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<td>Value of proposed post-travel engagement with the Myers School and broader arts community</td>
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<td><em>Budget:</em> complete and fairly priced</td>
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<td><em>Documentation of Work:</em> Quality of work and its presentation</td>
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Dashiell Travel Award
COVER SHEET
Fall 2018

Instructions: Please complete this form by typing the required information or checking the boxes, and include a printed copy in each application packet.

STUDENT NAME:

STUDENT ID#:

HOME MAILING ADDRESS:

MOBILE PHONE NUMBER:

UA EMAIL ADDRESS:

MAJOR:

MINOR (if any):

Status as determined by earned credit hours: □ Senior   □ Junior   □ Sophomore   □ Freshman

Cumulative GPA (all UA courses):

Total earned credits in the Myers School of Art (7100 courses through SP 18):

Number of 7100 credits in current semester (FA 18):

Have you previously received an award or grant through the Myers School of Art: □ Yes   □ No

If yes, please list all Myers grants, dates awarded, and their status (complete or in-progress):

Signature: ________________________________ Date: ____________________

Authorization for the Release of Information: By signing this form, you grant the Myers School of Art permission to consult with offices and units on campus as needed to administer this scholarship, including the Office of Student Conduct and Community Standards and the Office of Student Financial Aid.