Journey Grant: Frequently Asked Questions

For further information, please contact Sara Round in the Office of International Studies, Marston 104, rounds@william.jewell.edu, x5984

1. **What is the Journey Grant Program?**
   The Journey Grant program awards a $2,000 grant to every Jewell student to fund an experiential-learning project with additional funding awarded on a competitive basis for stand-out project proposals.

2. **What types of projects are funded by the Journey Grant program?**
   Journey Grants are designed to encourage students to pursue a passion. Funded projects can take the form of undergraduate research, a study-away experience, an entrepreneurial opportunity, an internship, a civic engagement initiative or any number of limitless possibilities. A sample of previously approved projects and descriptions of project opportunities identified by academic departments are provided on the Journey Grant website (access from the academic link on the Jewell homepage).

3. **Who is eligible for a Journey Grant?**
   Students are eligible for funding beginning fall of the junior year and remain eligible until graduation, so most students have a two year window within which they can apply. Students eligible to apply in fall 2012 for funding during the 2013-2014 academic year include full-time students who will have completed their second year by August 2013, or will be within two semesters of graduating (Dec. 2013 or May 2014).

4. **How do I apply for a Journey Grant?**
   Applications are submitted online via the Journey Grant website and are due by December 15 in the academic year preceding the academic year in which your project will be completed. The link to submit an application for funding a project during the 2013-2014 academic year will open 1 October 2012 and close 15 December 2012. For more information about developing a Journey Grant project, please review the Planning Your Journey Grant Project information sheet.

5. **How do I select a project advisor?**
   Jewell-sponsored programs/activities will typically have an assigned advisor. Otherwise, you are encouraged to select as an advisor someone who has expertise in your area of interest and/or will share your enthusiasm for the project. You will be required to identify an advisor for your project on the online application and will be asked to confirm that you have consulted the individual identified and obtained his/her consent to serve as your project advisor.

6. **What type of project expenses can my Journey Grant cover?**
   Examples of expenses covered by your Journey Grant include, but are not limited to, non-Jewell tuition fees, registration fees, travel (airfare, public transportation, rental car, etc.), meals, accommodations, travel documents, immunizations, internship stipend, project materials (presentation supplies, specialized books*, specialized equipment*, etc.).

7. **How do I access my Journey Grant funds?**
   Once your project has been approved, you may access your awarded funds one of three ways: direct credit of a William Jewell account, reimbursement of out-of-pocket expenses, or a Journey Grant student purchasing card. Before funds will be released, all grant recipients (except those opting for a direct credit of a William Jewell account) must submit an initial Budget Summary Form to the Office of International Studies indicating how they plan to utilize their Journey Grant funds. For further information, please review the Journey Grant Funding Process information sheet.

* Books and equipment purchased will be the property of William Jewell College 9/2012
8. **Can I make changes to my Journey Grant project after my project has been approved?**
   Yes. To request approval for a change to your approved Journey Grant project, you must complete the *Request to Amend a Journey Grant Project* form and submit to the Office of International Studies. When you submit your request, please be aware of the following:
   - all changes to projects must be approved by the Director of the Journey Grant Program and/or the Journey Grant Review Committee, and
   - substantial changes to your Journey Grant proposal will necessitate a review of your original Journey Grant award amount.

9. **Can a Journey Grant be combined with other grant opportunities such as the Hall Summer Enrichment Grant?**
   Yes, but please be aware that you may be required to identify your Journey Grant as a source of funding on any additional grant applications.

10. **Can a Journey Grant project fulfill an applied learning experience requirement for the Act-In major?**
    Yes. Journey Grant projects can potentially fulfill the Reflective Citizenship requirement or the Active Engagement requirement of the Act-In major. For further information, please review the *Journey Grants & the ACT-In Major* information sheet.

11. **Will I be required to submit a report after I complete my Journey Grant project?**
    All Journey Grant projects will require a final reflection component. The reflective component will include the online Journey Grant Reflection Form to be completed within three weeks of a project end date, and a reflection activity of your choosing (unless a specific activity is required as part of a Jewell-sponsored activity/program) to be completed by the end of the semester that follows the term in which the project is completed. For further information, please review the *Reflecting on Your Project Experience* information sheet.

12. **Can I apply to fund a second Journey Grant project?**
    Yes. If your original project expenses totaled less than $2,000, you may, during the normal application cycle, submit a second application to apply the balance to another Journey Grant project. For example, if the expenses of your Journey Grant project totaled $1,200, you may submit another Journey Grant application requesting that the remaining $800 be applied to a second project.