## Social Enterprise Independent Projects: Grant Program Application

**APPLICATION INSTRUCTIONS: *One application per team***

* Review the program criteria, guidelines, and deadlines on the [SEI website](https://www.hbs.edu/socialenterprise/mba-experience/academics/independent-projects/awards/)
* Submit the application form and supplemental material to the Social Enterprise Initiative, se@hbs.edu
* **Fall Application Deadline: Friday, September 16 at 12:00 pm**

**Applicant Information**

Project Name:

*Lead* team member name: HBS Email:

Team member name: HBS Email:

Team member name: HBS Email:

Team member name: HBS Email:

Team member name: HBS Email:

Team member name: HBS Email:

If this project is being pursued as part of a Field Course, please indicate:

Name of course:

Percentage of course time dedicated to project:

Any funding you are receiving within the field course:

**Project Description**

Please describe your project, including the location (city, state, country) of the organization or venture that you are working on. If your project is not focused on a specific nonprofit issue, please give a detailed description of the social impact of your project and how this will be specifically examined in your field study.

**Project Budget**

Please include the **entire team budget**, even if it exceeds the standard grant amount for typical award amounts. Eligible applicants will be notified of their reimbursement grant amount and approved budget line-items in the “Application Status” email within one week of the application submission deadline.

***Example of project budget:***

|  |  |  |
| --- | --- | --- |
| Expense line item & impact on project | Cost &Qty | Total |
| 1. Photocopying final report for presentation to organization
 | $10 x 6 | $60 |
| 1. Industry research reports on “X,” and “Y,” for project topic “A”
 | $30 x 2 | $60 |

 **Total request: $120**

**Project Budget:**

|  |  |  |
| --- | --- | --- |
| Expense line item & how it relates to your research/analysis | Cost &Qty | Total |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  | **Total**  | **$** |

##

**Funding From Other Sources**

If you are applying to, or receiving funding from, another source, please provide the following details: Amount and purpose, funding source:

**Program Terms Agreement**

*Note on award payment:* ***For Non-U.S. Citizens****, the grant may be subject to tax withholdings and reported to the IRS by Harvard.* ***For U.S. Citizens/permanent residents****, students do not receive a 1099.* ***All students*** *should consult with a tax advisor to determine how to report it on their taxes.*

On behalf of the team I understand and agree that the information provided on this SE Field Study/ISR Reimbursement Grant program application is accurate, and that any lack of compliance with program guidelines or deadlines will justify a denial or revocation of the team’s grant award.

Team Lead name: Date:

Team Lead signature:

**Faculty Advisor Approval**

Please have the faculty member email the Social Enterprise Initiative (se@hbs.edu) with the **name of the project and team members**, indicating that they will be supervising your project and that you are receiving Independent Project credit.

*You may submit your application without Faculty Advisor approval, but the approval must be received within one week of the application deadline to be eligible for funding consideration.*