



## NCA FUNDING REQUEST FORM Events and Projects

---

Title of activity for which funding is being requested: \_\_\_\_\_

Name(s) of proposal submitter(s): \_\_\_\_\_

Organization that is fiscal agent for this proposal: \_\_\_\_\_

Federal Tax ID of fiscal agent: \_\_\_\_\_

Total amount requested: \$ \_\_\_\_\_

Proposed dates for expenditure: \_\_\_\_\_ to \_\_\_\_\_

One Time or  Annual Expenditure

---

Abstract

Please confirm that the following documents are attached to this form:

A detailed description of the proposed activity which answers following:

For Events:

- What is the event's topic?
- Why is this an important topic and how can the event be used to advance the discipline of Communication as described in NCA's Strategic Plan?
- What is the planned structure of the event?
- What are the logistical details of the event (e.g., dates, locations, organizers)?
- In what way(s) will NCA members benefit from this event? How many people are likely to benefit?

For Projects:

- What do you propose to investigate?
- Why is this an important project and how can the results be used to advance the discipline of communication as described in NCA's Strategic Plan?
- What are the methods you will use to pursue the project?
- What tangible deliverables will be produced through this project?
- In what way(s) will NCA members benefit from this project? How many people are likely to benefit?

A detailed budget including rationale for each expense and a list of other confirmed funding sources

CV for each Principal Investigator that is no more than three pages long and includes full name, contact information, and institutional affiliation

Certification:

- I certify that I have read and understand the **NCA Assessment Protocol** (including the **NCA Reporting Requirements**) and the **NCA Promotional Activities and Sponsorship Acknowledgment Policy** documents, available at [www.natcom.org/ncagrantsopportunities](http://www.natcom.org/ncagrantsopportunities).