

Award Timeline

Charlesmead Initiative for Arts Education

PRE-PROPOSAL DISCUSSION

On-campus applicants and/or off-campus partners discuss project ideas and trajectory with Charlesmead co-facilitators.

EVALUATION OF REVIEW COMMITTEE

A review committee comprising members of the Charlesmead Steering Committee (representatives from all relevant UMBC departments) evaluate proposals and submit ranked recommendations to the CAHSS Dean.

PROPOSAL SUBMITTED

Once on-campus applicants and off-campus partners are matched, proposal materials may be submitted via the link to the Google Form posted at the bottom of the ["Submit a Proposal"](#) tab of the Charlesmead webpage. Please follow instructions in the Google Form carefully. **Spring 2022 submission deadline: March 15th**

DEAN'S REVIEW & AWARD LETTERS DRAFTED

Awardees are notified by email within 3-4 weeks of submitting their proposals.

AWARD RECIPIENTS NOTIFIED

Recipients receive award letters via email, which they sign and return to Tammy Brown in the Dean's Office.

ACCESSING FUNDS

Awardee will work with the Principal Applicant's (PA's) department/unit business manager.

AWARDEE RECEIVES FUNDS 6-8 WEEKS

This award is supported by a gift to the UMBC Foundation. UMBC is a state agency, so it may take 6-8 weeks from the time payment is requested to the time it is made. You will be expected to provide the required documentation for the type of payment being requested, and follow standard UMBC processes.

Contact David Demarest at davidd4@umbc.edu or Dr. Kathy O'Dell at odell@umbc.edu with any questions.