

**The Thomas J. and Marcia J. Haas Endowment for the Performing Arts  
Recommendation Form**

**Purpose**

To create a "margin of excellence" in GVSU performing arts programs by supporting enrichment activities for students studying or participating in any of the performing arts, which currently include dance, instrumental music, athletic bands, opera theatre, vocal music, or theatre. Uses of the funds may include but are not limited to, providing **full-time students** opportunities to explore and develop their talents through competitions, talent showcases, local, national, and international summer programs, coaching, master classes, and other experiences that are separate from GVSU programs. Funds may be used for travel, program fees, and other expenses related to enrichment activities. **Preference will be given to students who have not previously received Haas Scholarship funds.**

**Application Deadlines**

| <b>Deadline</b> | <b>Activity Date Range</b> |
|-----------------|----------------------------|
| September 1     | October 1-February 1       |
| December 1      | February 1-June 1          |
| April 1         | June 1-October 1           |

For graduating students, funded activities must be completed prior to the conclusion of the semester succeeding your graduation. This will be September 1 for May graduates or May 1 for December graduates.

Applicants may apply pending acceptance into an event/program. If the applicant is granted an award under these circumstances, the award will be pending final acceptance. **One application per student per award period.**

**Application Requirements and Scoring Criteria**

The applications will be scored on a 100-point scale. Reviewers score applications based on the completeness of answers and how the proposed activity aligns with the purpose of the Endowment.

Applications are scored accordingly:

| Review Criteria                       | Section of Application  | Points Possible for Section |    |
|---------------------------------------|---|-----------------------------|----|
| 1. Cover Page                         | <ul style="list-style-type: none"> <li>● Your full name, graduating month/year, discipline, title of the project, the total amount of funding requested, names of two recommenders.</li> <li>● If you have been awarded this funding before: title of the project, year, funding amount.</li> </ul> | 10                          |    |
| 2. Project Narrative (700-word limit) | <ul style="list-style-type: none"> <li>● Describe the project (what you will be doing in this project; if you're attending a program, describe what the program provides).</li> </ul>   | 10                          | 40 |
|                                       | <ul style="list-style-type: none"> <li>● Describe why you are doing this project, particularly in comparison with other similar projects. For example, if you chose one summer music program, why are you interested in this program, in comparison to other similar programs?</li> </ul>           | 10                          |    |
|                                       | <ul style="list-style-type: none"> <li>● Describe how this project aligns with your studies at GVSU and will help build your career path.</li> </ul>  | 10                          |    |

|                                 |   |  |    |
|---------------------------------|---|--|----|
|                                 | <ul style="list-style-type: none"> <li>● Describe how you will prepare for this project to make the most out of this experience.</li> </ul>   | 10   |    |
| 3. Faculty Recommendation Forms | <ul style="list-style-type: none"> <li>● Two faculty recommendations are required. One must come from your faculty sponsor. The second one can come from any faculty member within the Music, Theatre, and Dance department. We recommend that the second one come from someone who is familiar with your classroom work. Please ask the recommenders at least two weeks in advance to ensure that their recommendation letters are received by the same deadline. Please fill out the last two pages of <a href="#">this recommendation form</a>.</li> </ul> | 15   | 30 |
|                                 |   | 15   |    |
| 4. Project Budget               | <ul style="list-style-type: none"> <li>● Give a detailed budget, such as tuition/fees, materials, transportation, housing, and meals. We do not reimburse application fees. <a href="#">GVSU travel and expense guidelines apply</a>.</li> </ul>  | 10   | 20 |
|                                 | <ul style="list-style-type: none"> <li>● Attach a copy or a screenshot for each item, such as an acceptance letter that details tuition and fees and a screenshot of flight price. The committee needs to know that the budget is not inflated and is properly researched.</li> </ul>   | 10   |    |
| 5. Transcript                   | <ul style="list-style-type: none"> <li>● Minimum GPA required is 3.2.</li> <li>● Please upload a copy of the transcript.</li> </ul>   | Application with an accumulative GPA that is below 3.2 will not be considered. |    |

**Notes:**

- Funding priority will be given to those who have not received this award previously (regardless of the amount received).
  - Recipients will be asked to participate in a performance or reception with the award initiators and are expected to reasonably comply with this request. **Award recipients from the April 1st deadline must attend the Haas Endowment Meet and Greet on Tuesday, April 22nd at 7pm.** Additional information will be provided after awards are issued.
  - **Applicants are encouraged to seek additional funding opportunities, as this award is often given for partial funding only.**
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### To be completed by Applicant

This form should be given to two professors in the Music, Theatre, and Dance Department at GVSU. One should be your project sponsor. The second one could be anyone from the department. We recommend that the second recommendation come from someone who knows your work very well in a classroom setting.

Applicant's Name: \_\_\_\_\_

Date: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_

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### To be completed by Recommender

Thank you for agreeing to be a recommender for this student. Your recommendation will be worth 15% of their application. Please email the recommendation to Dr. Dan Graser (graserd@gvsu.edu) by the Haas application deadline given below.

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|-----------------|----------------------------|
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| April 1         | June 1-October 1           |

Faculty Name: \_\_\_\_\_

Faculty Email: \_\_\_\_\_

Date: \_\_\_\_\_

Faculty Signature: \_\_\_\_\_

- In what capacity do you know the applicant?
  - Instructor in One Class (specify course):
  - Instructor in More Than One Class (specify courses):
- I have known the applicant for \_\_\_ years and \_\_\_ months.
- I know the applicant: \_\_\_ slightly \_\_\_ fairly well \_\_\_ very well
- Please rate the applicant compared to other students you have taught at GVSU.

|                                   | Upper 5% | Upper 10% | Upper 25% | Upper 50% | Lower 50% | No basis for judgment |
|-----------------------------------|----------|-----------|-----------|-----------|-----------|-----------------------|
| Commitment to Learning            |          |           |           |           |           |                       |
| Artistic Ability                  |          |           |           |           |           |                       |
| Critical Thinking/<br>Reasoning   |          |           |           |           |           |                       |
| Ethical and Professional Behavior |          |           |           |           |           |                       |

|                                  |  |  |  |  |  |  |
|----------------------------------|--|--|--|--|--|--|
| Leadership Ability               |  |  |  |  |  |  |
| Interpersonal Skills             |  |  |  |  |  |  |
| Potential for success            |  |  |  |  |  |  |
| Problem Solving                  |  |  |  |  |  |  |
| Responsibility/<br>Dependability |  |  |  |  |  |  |

5. Please provide additional comments or information you wish to provide regarding this applicant:

6. Summary: Please select one of the following ratings for the applicant:

- recommend enthusiastically
- recommend with confidence
- recommend
- recommend with reservation
- not recommend