



Seed Grant FAQ

Who should I list as the applicant?

- Your organization is the applicant. In a college setting it would be the university, not the faculty member or department
- The person leading the project is the Principal Investigator (PI), there may also be another contact person listed for administrative details
- If you are collaborating with other organizations, please state this in your narrative and provide their names and the names of the key people that are co-investigators

School-based projects or projects that will take place in a school setting:

- CPS-based projects need to have approval from the CPS Office of Research Evaluation and Accountability before beginning
- Projects based in parochial schools need to have approval by the Director of Data and Research for the Archdiocese of Chicago schools

Where should I send the LOI?

- Email the LOI to Lara Jones Jaskiewicz at lmjones@childrensmemorial.org by the end of business on the day of the deadline

I'm having trouble fitting my project description into the space on the LOI form. Is it okay if I change the margins, font size, or other formatting?

- No, all applicants are given the same space within which to describe their project. Reformatted forms will not be accepted.

We applied to the CLOCC Seed Grant Program before and were not chosen for funding. Can we apply again?

- Yes. You may resubmit your project in a later grant round. Please think carefully about how you can improve it before resubmission.

We were awarded a Seed Grant before. Can we apply for another one?

- Yes, you may apply again for your project. It will be considered along with the others received that round. You will not receive preference due to being a previous grantee. We do recommend that you submit a new application after completing the requirements of your funded award.

For more information, please contact Lara Jones Jaskiewicz at 312-573-7759 or lmjones@childrensmemorial.org.