

## **Chadwick Fellowship Awards 2024-2025 Call for Proposals & Application Instructions**

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Chadwick Fellowship Awards provide up to \$5,000 to support a faculty or staff project for a period of one year.

### **Application Process**

- a. Proposals are due to the selection committee by **Friday, January 17, 2025**.
- b. Proposals should include:
  - i. Statement of interest explaining why you are applying for the Chadwick Fellowship Award and a detailed description of the intended project or plan for the funds. Statements should be 1-2 pages.
  - ii. A budget plan that includes each category of expense and approximate amount, with a grand total expense for your project. (Maximum of \$5,000)
  - iii. Any appropriate supplementary materials (documentation of costs or logistics).
  - iv. A statement of support and signature by your direct Supervisor or Departmental Chair.
- c. Please upload your completed proposal to this [Chadwick Fellowship Google form](#).

We ask that you consider proposals that...

- a. Promote your professional development.
- b. Have the potential to produce tangible results that benefit MET College.
- c. May serve as a starting point for a larger individual or departmental project that can continue after your fellowship has ended.

### **Selection Process and Additional Notes:**

- a. The Chadwick Fellowship Selection Committee will carefully review your proposal once received.
- b. Award decisions will be announced by the end of February.
- c. Awardees will have one year to conduct their research project.
- d. A report detailing the results of the project will be expected at the culmination of the work. This report will be used to demonstrate to Patricia Chadwick how her generous gift is fulfilling her wish to further the professional development of faculty and staff at Metropolitan College and Extended Education.
- e. It is appreciated that winners draft a thank you note to Patricia.
- f. Fellows agree to serve on the Fellowship Selection Committee for the following year's selection process.

Questions regarding the Chadwick Fellowship Program may be directed to the **Chadwick Fellowship Selection Committee Chair**: Ming Zhang, Assistant Professor, Computer Science at [mzhang2@bu.edu](mailto:mzhang2@bu.edu).

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### **History of the Chadwick Fellowship Award**

Patricia Chadwick (MET'75) founder and president of Ravengate Partners, LLC spoke at the 2010 Metropolitan College Convocation about her "angel" when she attended school here. An advisor in the Undergraduate Student Services office helped her through her college experience, which inspired Patricia to mentor others in her career and life. In an effort to encourage others to give back and be someone's angel, Patricia has generously endowed the ***Patricia W. Chadwick Fund for Professional Development***. The funds generated allow MET faculty and staff to further their professional growth and enhance how Metropolitan College and Extended Education impacts our students. Thank you for your interest in this wonderfully rewarding fellowship program!