

# 2025 TU Career Communities Micro-Grant Award

## Application Overview

### Timeline

#### June 16 – Initial call for Academic Year 2025-2026 submissions

- Submitting a grant proposal form does not guarantee funding. Funding is approved based on grant committee decisions.
- In addition to the online application, applicants will need to upload a proposed detailed budget form using template provided. Incomplete applications will not be considered.
- Grant application assistance available by appointment – contact [rriel@towson.edu](mailto:rriel@towson.edu)

#### August 1 – Priority Deadline

- Applications will be reviewed in the order in which they are received.
- Preference will be given to proposals which clearly promote [career-ready skills](#) development and advancement of Career Communities' programming priorities.
- Proposals will be accepted and awarded on a rolling basis until funds are exhausted or until the application closing date of **October 1, 2025**.

#### June 16 – October 1 – Application Period

- Grant applicants will be notified of the status of their submission within 10-14 business days of proposal receipt. Career Center grant committee members will review project proposals during this two-week block.
- Upon notification of approval, grant award recipients must immediately schedule a pre-award meeting (virtual or in person) with an appointed Career Center liaison to review grant acceptance requirements, pre- and post-award checklists and coordinate details of the funding disbursement process.

### Background

**Mission:** The TU Career Center cultivates meaningful career connections, experiences, and learning through a network of communities that engage students and alumni for a lifetime.

**Vision:** Every TU student discovers their career path and is equipped to navigate the journey.

The Career Center provides fiscal support for TU faculty, staff, and student organization led program activities that demonstrate innovation, collaboration, and promotion of the center's Career Communities network while emphasizing the critical importance of [career-ready skills](#).

**Eligibility:** Faculty, staff, and student organization representatives that are committed to intentionally strengthening TU Career Communities and the Center's collective mission and vision are welcome to apply.

- Grant activities must spotlight one or more [essential career-ready skills](#).
- Proposals should clearly align with the Career Communities key priorities that focus on knowledge, experiential learning, and career connections.

### **Key Programming Priorities of TU Career Communities**

1. Increase the number and quality of career conversations on campus to help students understand career opportunities
2. Equip students, staff, and faculty with confidence and tools to weave career planning into everyday conversation and help students refine their career pathways
3. Provide tailored career-ready skill-building opportunities to learn specific marketable and transferable skills
4. Increase effectiveness of career conversations by connecting academics to industry
5. Facilitate career advice from faculty and employers
6. Foster alumni connections and network with employers
7. Promote jobs and encourage internships related to career goals

### **Grant Requirements**

Award recipients must agree and will be required to:

- Communicate in all marketing and reporting materials and at the program site:  
*"This Career Communities Program is made possible by the support of the TU Career Center"*
- Share grant program photos and related media posts
- Track and submit program participant attendance sheets, including students TU ID numbers
- Complete a TU Career Center post-grant survey
- Submit final summary report materials no later than 3 weeks of completion of the funded program activity.
  - The final report must include a brief reflection component highlighting career learning outcomes and career communities' impact of the grant.
  - The format and delivery date of the report will be decided and specified on the post-award checklist.

### **Maximum Award: \$500**

- Funding requests ranging from \$100 to \$500 are welcome.
- Partial funding for program activities will also be considered by the grant review committee.