

**PROVOST RESEARCH GRANT**

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Applicant Name Co-Applicant Name (optional) Date

Title of Grant Research Proposal

**Project Overview**

Description	
Project Goals	
Proposed Activities	
Outcomes Assessment	

**Rationale and Justification**

In your statement please respond to one or more of the Provost Research Grant Proposal criteria listed on the attached form.

**Timing & Sequence**

**Proposed Budget**

Travel Expenses	
Academic Materials	
Copying	
Other Expenses	
TOTAL	

**Notes/Miscellaneous**

**Departmental Support**

Please attach at least one letter of support from a colleague in your school to your application form.

**Approval**

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Applicant Signature Co-Applicant Signature (optional) Date

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Provost Approval Notes Date

## **Provost Research Grant Program**

The Provost Research Grant Program is designed to support faculty scholarship or creative work. The grant can provide an opportunity to launch a new idea, work on new scholarship, or take a current area of scholarship to another level.

All faculty members are eligible to apply, with the exception of those who are currently making application for sabbatical leaves, and those who received the grant in one of the past two years. The financial support will provide between **\$500 and \$1,500** to each successful applicant.

The application should be submitted to the office of the Provost for consideration by the deadline of **December 1, 2009**.

### **Funding:**

In January, 2010, research grants of no more than \$1,500 will be made available, with allocations based on faculty application to the FPU Provost's Office. Applications will be reviewed by the Provost Research Grant Committee.

### **Research Grant Proposal Application:**

Application forms are available from the Provost's Office or online on the Provost page.

### **Research Grant Proposal Criteria (application must meet one or more of the criteria listed):**

1. Relationship of the project to present teaching responsibilities
2. Publication possibilities and development of general scholarship
3. Relevance to community development

### **Accountability:**

Research grant recipients will be asked to present findings from their studies at a public forum. All grant funds must be expended by **December 1, 2010**.

### **Reimbursement Instructions:**

- Bring receipts and a signed Reimbursement Voucher Request to Tina White. (If you do not have the funds to make your purchase, you can request an advance and submit the receipt(s) afterwards.)
- If you are going to request a Purchase Order # from the Business Office, let them know you are using your Faculty Special Projects allocation.