



MEMORANDUM

TO: Wayne State University Faculty and Academic Staff
FROM: Women of Wayne Alumni Association
SUBJECT: Women of Wayne Alumni Association Annual Research Grant
DATE: November 10, 2015

The Women of Wayne Alumni Association is pleased to announce the availability of applications for the Women of Wayne Alumni Association Annual Research Grant. The purpose of this grant is to support faculty and academic staff members in pursuing research in their areas of academic expertise. The recipient(s) will be chosen by the Research Grant Committee of the Women of Wayne.

All current, full-time Wayne State University faculty and academic staff may apply for this grant. Grants are awarded up to \$1000 each. Recipients will receive awards in October.

The deadline for the application is 5 p.m., Monday, March 31, 2015. An original and seven copies of the application must be submitted to Alumni Relations, 441 Gilmour Mall.

Please contact Kelli Jurich in the Alumni Relations Office at (313) 993-4354 or kjurich@wayne.edu with any questions regarding this program.

WOMEN OF WAYNE ALUMNI ASSOCIATION
ANNUAL RESEARCH GRANT
INSTRUCTIONS

A. Each application should be in the form of a proposal not to exceed nine (9) pages, including the application form. Curriculum vitae or publication citations will not be considered as part of the nine-page proposal limitation. The nine-page proposal may be single or double-spaced. Only one application may be submitted by each applicant. ALL ITEMS MUST BE COMPLETED.

The body of the proposal should include all of the following information labeled and in the following order:

1. Title
2. Objectives and significance of the project
(Non-technical language required)
3. Description and background of the project
4. Previous work done on the project
5. Place where work will be performed
6. Publication plans
7. Manner in which project will contribute to applicant's professional development
8. Indicate if proposal has been submitted simultaneously to outside funding agencies, and if not, state why not. List research proposals that have been submitted in the past three years, together with a brief title, the agency solicited, the amount of the grant, the period of the grant, and whether you received the grant. Cite articles and papers that resulted from this support.
9. Detailed budget and justification by category (in addition to brief budget citation on face page)
10. Curriculum vitae and publication citations

B. Please use the attached application page. It may be duplicated only after obtaining all required original signatures. The application page of the proposal must include the following items:

1. Title
2. Signature of applicant
3. Category (Behavioral Sciences, Biological Sciences, Humanities, Physical Sciences)
EACH APPLICATION MUST BE CLASSIFIED ACCORDING TO ONE OF THE ABOVE CATEGORIES.
4. Number of years on WSU staff
5. Department approval (Chairperson must sign proposal)
6. College approval (Dean or Director must sign proposal)
7. Budget:

Personnel (may not include grantee salary)	
\$ _____	
Equipment	\$ _____
Supplies	\$ _____
Other (may not include travel)	
\$ _____	
TOTAL REQUEST	\$ _____

Proposals exceeding limits or otherwise not fulfilling the application instructions will not be reviewed. Proposals involving human and animal investigation will not be reviewed if the application is not submitted to the HAIC.

Please submit the original and seven (7) copies [total of eight (8)] with all attachments to Attn: Kelli Jurich
 Alumni Relations
 441 Gilmour Mall
 by 5 p.m. Monday March 31, 2015.

Please contact Kelli Jurich (313) 993-4354 with any questions regarding this program.

WOMEN OF WAYNE ALUMNI ASSOCIATION
ANNUAL RESEARCH GRANT
APPLICATION

NAME _____ DEPARTMENT _____

FACULTY/ACADEMIC STAFF CLASSIFICATION _____

I. Title of
Project: _____

II. Submitted by: _____
Signature

III. Category: _____
Behavioral Sciences
Biological Sciences
Humanities, Physical Sciences

IV. Years on WSU Staff: _____
V.

V. Department Approval: _____
Signature

Type name of Dept. Chair

VI. College Approval: _____
Signature

Type name of Dean/Director

VII. Budget:
Personnel \$ _____ (Include fringe benefits)
Equip. \$ _____ (Any equipment purchased remains the
property of the University)
Supplies \$ _____
Other \$ _____

TOTAL \$ _____

University account number to be used for
project: _____

VIII. Human and animal subjects:

yes _____

no _____

Please contact the Human Investigation Committee at (313) 577-1628, or the Animal Investigation Committee at (313) 577-0967 for appropriate forms for projects involving human and animal subjects.