

Autumn/Winter/Spring/Summer 2015-2016

Proposal Author:

Project Title:

Project Description—(limit 500 words)

- If you are applying for funds related to conducting research, scholarship, or creative activities please describe how you plan to use the funds and how they will contribute to achieving the goals of the project.
- If you are applying for funds for short-term travel related to research and creative activities, please describe why the travel is necessary and describe how you expect your research to benefit from it.
- If you are applying for funds to present a paper or poster at an academic conference, please include the abstract for your presentation, and describe how you expect attending this conference will support your professional development.

Itemized Budget—Please list all items and expenses for which you are seeking reimbursement. Include approximate dollar amounts (meeting registration and airfare can be reimbursed before travel with proper documentation).

Expense Type	Time period and amount when funds will be expended*				
	August – October 2015	January – March 2016	April - July 2016	July - Sept. 2016	Oct. – Dec. 2016
Meeting Registration					
Travel: airfare, hotel					
Other expenses: research supplies, participation rewards					

***Funds are available on a fiscal year basis, so please provide the dates when you will be incurring and expending award funds.**

Total Funds Requested: \$ _____

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**GRADUATE RESEARCH FUND (GRF) PROGRAM
FACULTY SPONSOR FORM**

Faculty Name:

Project Title/Presentation Title:

Student's Name:

Please comment on the merit of the applicant's proposal. Explain how the proposal fits with the applicant's educational and professional goals and how obtaining the requested funds would further the applicant's academic progress.

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**GRADUATE RESEARCH FUND (GRF) PROGRAM
GRADUATE PROGRAM DIRECTOR'S ENDORSEMENT**

With my signature I approve the funding request by

Graduate student's name:

Project/Presentation Title:

Program Director's Name:

Program Director's Signature:

Date:

Submission Checklist

- _____ **Application Submission Form**
- _____ **Project Description/Abstract (if presentation)**
- _____ **Itemized Budget**
- _____ **Letter of Endorsement—Faculty Sponsor**
- _____ **Endorsement from the Graduate Program Director**