

Office of Sponsored Programs and Faculty Development

Faculty Development Program

**APPENDIX H: Small Grant Component Application Form**

Name(s): \_\_\_\_\_

Department(s): \_\_\_\_\_

Signature<sup>1</sup>/date \_\_\_\_\_

*<sup>1</sup>I have read and understand the application and evaluation policies for the component to which I am applying.*

**Funds Requested For**

(Check all that apply and provide additional information where required.)

- Preparation of a Teaching Proposal  
(include tentative project title and expected submission date) \_\_\_\_\_
- Preparation of an Research Proposal  
(include tentative project title and expected submission date) \_\_\_\_\_
- Preparation of an Extramural Grant  
(indicate outside funding agency(ies) and expected submission date) \_\_\_\_\_
- Completed Teaching Proposal  
(include project title and number) \_\_\_\_\_
- Completed Research Proposal  
(include project title and number) \_\_\_\_\_
- Other  
(please describe) \_\_\_\_\_

**Requested Budget**

(Total amount requested not to exceed \$750. Please enter an amount of zero for any budget items that do not apply to your project.)

\_\_\_\_\_ Travel  
 \_\_\_\_\_ Supplies  
 \_\_\_\_\_ Student Assistant  
 \_\_\_\_\_ Other (explain) \_\_\_\_\_  
 \_\_\_\_\_ **Total Amount Requested**

**Brief Project Description and Rationale for Funding** *Please include travel dates. Please attach secondary page.*

**For Faculty Development Use**

Approved by: (Requires two signatures)

Request Approved Amount Approved \_\_\_\_\_  Request Denied

Chair, Faculty Development Board: \_\_\_\_\_ Date: \_\_\_\_\_

Director, Office of Sponsored Programs and Faculty Development: \_\_\_\_\_ Date: \_\_\_\_\_

Date Copy Sent to Proposer: \_\_\_\_\_ Final Report Due Date: \_\_\_\_\_