

# Research Grant Development (RGD)

## Grant Application



Please refer to the Guidelines.

**All applications must be typed. Use paperclips to attach documentation - do not staple.**

PI INFORMATION	PROJECT TERM
Principal Investigator	Year
Department	Semester
E-mail	Phone ext.
Proposed Project Title	
Targeted Sponsor and Competition	

**COMPLIANCE AREAS** (Mandatory Field - check all that apply)

N/A
  Human subjects (including surveys)
  Vertebrate animals (including agricultural use/field work)

Use of hazardous materials
  Export Control

**BUDGET DETAIL**

Summer stipend - \$5,000
 OR
  Adjunct salary / faculty overload

\*Maximum award limit is \$5,000
 Amount \_\_\_\_\_

**PROJECT SUMMARY**

**Attach your proposal with the following information:**

1. Clear articulation of a research question
2. Brief description of proposed research study
3. Evidence that your proposed research meets the identified sponsor's research targets
4. Justification for time release
5. If requesting funds for a rewrite of a previously funded RGD, justify that the resubmission requires significant changes in content and format.

**Limitations**

Applicants are limited to one RCA, RGD or RPS award per fiscal year.

Individuals cannot receive an RGD or RPS during the same semester(s) that they are on faculty development leave or sabbatical, nor can applicants receive a Minigrant Project Support at the same time as an RGD or RPS award.

Refer to the RGD guidelines.

**APPLICANT CERTIFICATION**

I certify that the statements in this application are true, complete, and accurate to the best of my knowledge. If awarded this RGD, I agree to accept responsibility for meeting with ORGS and others (such as a colleague or chair) to ensure a well-developed grant application is created.

I agree to provide the required progress reports if an RGD grant is awarded as a result of this application.

I accept responsibility for payment of any and all over-expenditures should they occur as a result of this project. Any publication, poster, or presentation resulting from this grant will state, "The project was conducted under a grant from the Stephen F. Austin State University Research Enhancement Program."

\_\_\_\_\_  
Principal Investigator Signature

\_\_\_\_\_  
Date

**DEPARTMENT REVIEW & APPROVAL**

I have reviewed the applicant faculty status and verify this faculty is tenure-track and eligible to apply. In addition, I agree to provide either (1) faculty summer availability (equivalent of 6 weeks half-time) or (2) an adjunct/overload to cover this faculty member's fall or spring course. The tentative amount for the adjunct/overload is included on page 1.  
*(if awarded, the RGD will pay for either the faculty summer stipend or the adjunct/overload in the fall/spring in an amount not to exceed \$5,000.)*

I agree to ensure that an EPAF is submitted to pay the adjunct/overload from the assigned Research Enhancement Banner fund upon award and that the EPAF will include ORSP in the approval queue.

\_\_\_\_\_  
Chair Signature

\_\_\_\_\_  
Date

*After PI and Chair signature, campus mail application to ORGS Box 13024.*

**For ORGS use only**

Pending Prior Year Reports:    Yes    No

Current Internal Grants:    \_\_\_\_\_

Date proposal submitted:    \_\_\_\_\_

Denied (see email)

Approved    \$\_\_\_\_\_    FOP \_\_\_\_\_

**Compliance Verification**     NA

Approvals required \_\_\_\_\_    Approvals received \_\_\_\_\_

Name of person covering course (fall/spring only) \_\_\_\_\_

\_\_\_\_\_  
URC Chair / ORGS

\_\_\_\_\_  
Date