

Research Pilot Studies (RPS) 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.	
Project Title		

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

PROJECT DETAILS

Attach your proposal with the following sections:

- 1. Project Summary** - Provide a brief abstract of the proposed pilot study
- 2. Statement of Problem** - Provide a brief outline of the current status of the research area - your research and other investigators' research as applicable
- 3. Project Justification** - Explain why this work is important to your field of research
- 4. Methodology** - Provide sufficient detail of the project's planned activities for evaluation
- 5. Time Line for Project** - Explain how the project can be completed within the period of performance (semester)
- 6. Anticipated Results**
- 7. Explain how this proposed project may lead to external awards**
- 8. Budget Justification** - Explain in detail how the funds requested above will be used to accomplish your project. If requesting support from the "specific services" category, provide sufficient detail to evaluate these services. Examples of acceptable specific service costs are contract services, sample analysis, and translators.

BUDGET DETAIL *Maximum award limit is \$3,000

Travel to collect data _____
 Supplies and materials _____
 Minor equipment (non-capital) _____
 Student wages (hourly) _____
 Student benefits (2% of wages) _____
 Specific Services _____

TOTAL REQUESTED _____

Limitations: Applicants are limited to one RCA, RGD, or RPS award per fiscal year. Pls cannot have minigrant project support and an RPS simultaneously.
 PS grants do not cover travel expenses. You may apply for a Travel Support (TS) minigrant. Individuals can have an RPS and TS minigrants simultaneously.
 Refer to the RPS guidelines.

MATCHING
 (If applicable, list any matching commitments for this project)

APPLICANT CERTIFICATION

I certify that this project does not directly support the conduct of a master's thesis or doctoral dissertation.
 I certify that the statements in this application are true, complete, and accurate to the best of my knowledge.
 I agree to accept responsibility for scientific conduct of the project and to provide the required progress reports if a Research Pilot Study grant is awarded as a result of this application.
 If this project is awarded, I agree to accept sole responsibility for the conduct of this project and will adhere to all university policies and procedures. I accept responsibility for payment of any and all over-expenditures should the occur. I will review the PI/PD Responsibilities document and the Research Enhancement materials on the website to ensure I adhere to all program requirements.
 I will provide required progress reports. 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 the applicant faculty status and verify this faculty is tenure-track and eligible to apply. In addition, I reviewed the budget, matching commitments (if indicated), and approve the faculty project.
 I certify that the faculty will have the required space/facilities and time to perform the project.

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: _____

Denied (see email)
 Approved \$ _____ FOP _____
Compliance Verification NA
 Approvals required _____ Approvals received _____