

Minigrant Application

Travel Support (TS): Collect Research Data

Please refer to Minigrant Guidelines



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

All applications must be received at least 3 weeks prior to departure date.

PI INFORMATION

Principal Investigator _____

Department _____

Email _____

Phone ext _____

Project Title _____

Travel Details:

Departure Date: Return Date:

Destination:

Amount of Funding Requested: (max of \$750 per trip)

Attach either an itemized breakdown or a copy of the completed Travel Voucher https://ssb.sfasu.edu/sg/wf_fr.travelvoucherreq

MATCHING

List any Matching Commitments for this Project or attach other department/college requests. Attach additional pages as needed.

Source

Amount

Applicant	<input type="text"/>
Department	<input type="text"/>
College	<input type="text"/>
Other, please specify:	<input type="text"/>

N/A

SPECIAL CONSIDERATIONS *(check any that apply)*

Human subjects (including surveys)

Use of hazardous materials

Vertebrate animals (including agricultural use/ field work)

N/A

TRAVEL JUSTIFICATION Instructions: Please **attach** a brief explanation regarding why the travel is important to your research. In addition, please **include** a description of your research project addressing the 'who, what, where, when, why, and how' as well as your research methodology and plans for evaluation.

PI CERTIFICATION

I certify that this project does not directly support the conduct of a master's thesis or doctoral dissertation.

Principal Investigator Signature

Date

Chair Signature

Date

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

For ORSP use only

Pending Prior Year Reports: Yes No

Current Internal Grants: _____

Final Report Received _____

Approved: \$ _____ FOP: _____

Denied: _____

URC Chair / ORSP Director

Date