

**Stephen F. Austin State University
Office of Research and Sponsored Programs**

**Application for FY 2009 Minigrant Funds
Minigrant Guidelines**

Project Title:

Principal Investigator:

PI e-mail address:

PI Department:

Project Term (select one only): **Fall** **Spring** **Summer**

Primary Purpose (select one only):

Research project

Creative activity

Other purpose (specify)

Travel to present FRG/RDP paper/results

Travel to collect data

Have you received one or more minigrants already this academic year? **Yes** **No**

Provide a brief description of (1) the scope of work; (2) why the work proposed is important to your research program or creative activity; (3) a general timeline for proposed activities; and (4) how the funds will be used to accomplish the task.

Proposed Minigrant Budget Detail:**Requested
from ORSP****Requested
from Dept/College**

Graduate Assistant (GA) Salaries:		
GA Benefits @ 2%:		
Student Wages:		
Supplies and Materials:		
Minor Equipment:		
Travel:		
Other:		
Total requested:		

NOTE: Minigrant awards from ORSP are limited to a maximum of \$2,500/person per year.

ROUTING PROCEDURE:

- *PI – sign, print and forward application to the department chair.*
- *Chair – sign and forward to ORSP or to the dean if requesting additional funds.*
- *Dean – sign (if providing additional funds); forward to ORSP for processing.*

PI Signature:**Chair signature:**

Financial support for this project to be provided by the department (if any):

This section to be completed only if additional financial support for this project will be contributed by the college:

Dean's Signature:

Financial support for this project to be provided by the college (if any):

Director, ORSP: _____ approved \$ _____. Not approved _____. Date _____

Rationale: