THE HERBERT H. & GRACE A. DOW COLLEGE OF HEALTH PROFESSIONS
CENTRAL MICHIGAN UNIVERSITY

Faculty Research Assistance Grant
Application Guidelines

The research assistance grant must clearly and concisely explain the need for funding proposed research-related expenses. The sections below must be completed to receive consideration. Each application will be evaluated based on the materials included in the proposal.

1) **Faculty Research Cover Page**

2) **Budget and Justification:** Include the current inventory of the requested item(s) and any other documents that support your request, such as a vendor quote or journal invoice. If requests are made for article publication fees, provide proof of article acceptance and justification of the journal quality**.**

   Funding Support Areas: The funding can be used to cover the costs of such items as research supply (e.g. pipettes, gauze, bandages, electrodes, filters, or other disposable supplies), printing and copying, postage, chemicals and cleaning supplies, software programs or updates (not covered by CHP or CMU), and fees for publishing research articles in highquality peer-reviewed scientific journals (e.g. journals listed as peer-reviewed in Ulrich's Periodicals Directory). The funds cannot be used to pay for journal open access charges or color images if they are not required by the journal for publication. Other items may be considered for funding based on the provided description.

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1) Faculty Research Assistance Grant Cover Page

Project Title

Email **Department**

Budget Requested $ **Phone**

Other CMU Funding* $ **Total Item Cost $**

**Please provide information about any additional funding that can be used to support this request. If you have any remaining start-up funds or funds in research accounts, please specify the amount of funding that is still available and how much of it will be used to purchase the requested item. If the remaining funds will not be used, please explain the reason in the space provided below.*

Project Information and Special Considerations (Yes, No)	**Yes**	**No**
• Is all scholarly activities within your Online Faculty Information System (OFIS) current from the last 2 years? If "No", funds will not be awarded		
• Will you accept partial funding if full funding is not available?		
• Is this project related to another project currently funded through internal or external sources? (If so, please discus inn "Explanation of Request" why you are requesting funding)?		
• Have you previously received funding for research assitsance through the CHP?		

Note: If University employment is terminated within the approved grant timeline, any unspent funds will revert back to the CHP. Should funds be spent after leaving the University, I agree to reimburse the College the amount spent after the date of termination of employment.

Principal Investigator Signature **Date**