**Small Grants Program**

**Application Form (2017-2018)**

1. COVER PAGE – (detach and complete)
2. PROPOSAL DESCRIPTION – (maximum length two double spaced pages, no smaller than 12 pt. type size)
3. BUDGET – (detach and complete)
4. CURRENT AND PENDING SUPPORT – (detach and complete)
5. CURRICULUM VITAE – (limit to two pages)
6. APPENDICES – (do not submit appendices)

**NOTE: APPLICANT MUST SUBMIT ONE (1) ORIGINAL SIGNED COPY OF THE COMPLETE PROPOSAL TO THE DIVISION OF RESEARCH by emailing it to** [smallgrantsprogram@share.uh.edu](mailto:smallgrantsprogram@share.uh.edu) **BY Monday, November 6, 2017, BY 5:00 P.M. PROPOSALS SUBMITTED LATE TO THE DIVISION OF RESEARCH WILL NOT BE ACCEPTED OR CONSIDERED.**

**Small Grants Program**

**Application Form (2017-2018)**

1. **COVER PAGE (detach and complete)**

|  |  |  |  |
| --- | --- | --- | --- |
| Name: |  | Employee ID#: |  |
| Department: |  | College: |  |
| Email: |  | Phone: |  |
| Project Title: |  | | |
| Total Funds  Requested: |  | | |

**Check appropriate box(es) if this proposal includes any of the items listed below:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Animals |  | Research Involving Recombinant DNA Molecules |
|  | Human Subjects |  | Radioisotopes |

**If any of the above are checked, please indicate if the appropriate approvals(s) have been:**

|  |  |
| --- | --- |
|  | Applied for. Approved on: |
|  | Not yet applied for |

**SIGNATURES**

|  |  |  |
| --- | --- | --- |
|  |  |  |
| **Principal Investigator** |  | **Department Chair** |
|  |  | **AND** |
|  |  |  |
| **Date** |  | **Dean of College** |

1. **PROJECT DESCRIPTION (detach and complete) Maximum length 2 pages, double spaced, no smaller than 12 pt. type**
2. **BUDGET (detach and complete)**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Funds Requested** | **Other**  **Funds** | **Total** |
| SALARIES & WAGES |  |  |  |
| Faculty Salaries |  |  |  |
| Staff Wages |  |  |  |
| Student Wages (e.g. graduate/undergraduate) |  |  |  |
| Non-Employee Wages (e.g. non-UH participant) |  |  |  |
|  |  |  |  |
| MAINTENANCE & OPERATION  (e.g . chemicals, supplies, services, copying, postage, etc.) |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| TRAVEL  (must comply with State of Texas guidelines) |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Equipment  (specify items over $5,000 each) |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **TOTAL PROJECT COST** |  |  |  |

**BUDGET JUSTIFICATION (Justify all costs other than Principal Investigator salary.)**

**Also, please list all current and pending support, both external and internal.**

1. **CURRENT AND PENDING SUPPORT (detach and complete) Exclusive of that received as a student or as a postdoctoral fellow**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sponsor** | **Amount** | **Effective** | **Title** | **Purpose (one sentence)** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

1. **CURRICULUM VITAE (detach and complete) Limit to two pages please**
2. **APPENDIX (OPTIONAL) Example: NIH study section reviews indicating the need for pilot data.**