

## **CLASS Research Progress Grant Application**

The CLASS Dean's Office is accepting applications for grants to further faculty research. This Program will provide up to \$4,000 per individual or up to \$12,000 per group for research assistance, travel, data and information collection, or other activities that will further publication or performance. This program is open to tenure and tenure track faculty, or non-tenure track faculty with research as part of their regular job duties. Applications may be submitted by an individual or groups of two or three (no more than three individuals per group). The grant funds may be used for any legitimate research purpose except faculty salaries. Payments to graduate students are permitted, as are funds for travel (not conferences), to pay experimental subjects, or any other needed expense. The maximum award is \$4,000 per individual whether submitted individually or as a group.

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Applications will have a maximum length of two double spaced pages of 12 point type. Additionally, proposals require a budget, a budget justification, and a 2 page c.v. Applicants will be awarded funds based on the academic merit of the work. Faculty are urged to consider that the CLASS Research Committee will do the first round of reviews, thus the proposals should be aimed at a general academic audience. The application deadline is Friday, January 13, 2017, at 5 pm.

Recipients of the CLASS Research Progress Grants are required to submit a report describing how the research grant furthered their research by August 31, 2017.

Scan and submit your application online to Dr. Anadeli Bencomo, Associate Dean for Faculty and Research at [abencomo@uh.edu](mailto:abencomo@uh.edu). Or, send a hard copy to 402 AH, CLASS Dean's Office, Mail Code 3000.

## CLASS Research Progress Grant Application

Name:	Rank	ID #:
Name:	Rank	ID #
Name:	Rank	ID #
Contact Info e-mail	Phone	Alt phone
Department:	Amount Requested:	
Internal Funding in the last five years:	Sources of internal funding:	
Title of Project:		
<p>Attach project description. 2 pages max, double spaced, 12 point font. Emphasize academic merit. Attach a 2 page cv.</p> <p>Fill out the budget form below. All research/performance expenses are allowed except faculty salary. Justify your expenses as to how they assist your project completion.</p> <p style="background-color: yellow;">Deadline for Applications is 5pm, January 13, 2017</p>		

**Project Report:**  
 By signing below, I agree to provide a report by August 31, 2017 on how the grant aided the progress of my research project.

### Submittal Signatures

<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Faculty Member	<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Date	<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Department Chair	<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Date
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## II. Budget and Budget Justification

	Funds Requested	Other Funds	Total
SALARIES & WAGES (identify function)			
Research Assistants			
Student Wages			
Non--Student Wages			
FRINGE BENEFITS			
MAINTENANCE & OPERATION (e.g . supplies, services, copying, postage)			
TRAVEL (may be subject to State of Texas guidelines)			
Equipment (specify)			
<b>TOTAL PROJECT COST</b>			

**BUDGET JUSTIFICATION (attach additional sheet if necessary):**