

# Research Committee Funding Application Form

**General Information:** The Research Committee has been given responsibility for recommending the disbursement of funds to support research. This source of funding is distinct from the Quinlan Foundation money for faculty travel and the Summer Research funds. The purpose of Research Committee Funding is to assist Marshall University researchers in the conduction of their scholarly activities. This document was prepared to allow uniformity in the application process and to ensure equitable distribution of these funds. The Research Committee has also provided as part of this application form a summary of the criteria that will guide the Committee in making awards. Each researcher should be aware that in addition to this application the Committee may seek additional information to amplify the request. Except in exceptional circumstances, awards will be limited to \$250 in any academic year.

**Eligibility:** All full-time faculty who complete this application for a specific project and include the required attachments are eligible to receive Research Committee Funding. Graduate students are also eligible if this application is completed on behalf of the student by the faculty member who is responsible for directing that student's research. The faculty member must serve as the student's sponsor for the project.

***The Research Committee will strictly adhere to application deadlines: October 3, 2011; February 3, 2012; and April 2, 2012. Return this form with attachments to the Faculty Senate office (Memorial Student Center, room BW14).***

Name: \_\_\_\_\_  
Degree: \_\_\_\_\_  
Faculty Rank: \_\_\_\_\_  
Department: \_\_\_\_\_  
Title of Proposal: \_\_\_\_\_

### **Attachments Required:**

1. Provide a concise description of the research or creative activity to be undertaken (not to exceed 400 words).
2. State the total amount needed for the project and provide an itemized budget.
3. State the source and amount of other funds that will be used for this project.
4. State whether attempts have been made to secure funding from other sources.
5. Describe how the proposed research or creative activity will benefit your reputation as a researcher and the reputation of Marshall University.

### **Absolute Criteria:**

1. Applicant must be eligible to receive funding (see above).
2. Activity proposed must represent research (the discovery of knowledge) or creative activity.
3. The project may not be simultaneously funded by another source (partial funding from another source is acceptable).

### **Relative Criteria:**

1. Prospective funding is preferred.
2. Retrospective funding will be considered to complete a project already under way or assist in publication of completed research if page charges are required for acceptance of the manuscript and if publication will be in a peer-reviewed journal. Reprint costs are generally not funded.