

**APPLICATION
FOR
FACULTY RESEARCH OR PERFORMING ARTS GRANT**

1. Title of Project:

2. General information:
 - a. First name:_____ Last Name:_____
 - b. Position/title and department:_____
 - c. Address:_____
 - d. Phone number:_____ E-Mail Address:_____
 - e. Project Beginning Date:_____ End Date:_____

3. Narrative (Briefly describe the project.). Maximum 5 pages including budget and budget narrative.
 - a. Purpose and objectives – provide a clear statement of the project.
 - b. Justification – provide a clear statement of the reason for doing the project, and how this project will advance knowledge or the public welfare.
 - c. Procedure – provide a clear statement of the essential plans and methods to be used to attain the objectives of the project.
 - d. Dissemination – provide a statement regarding how the success of the project will be assessed including information about publications, presentations and development of external grant applications forthcoming from the funded project.

4. Budget
 - a. Itemize support provided by the researcher
 - b. Itemize support provided by other sources
 - c. Itemize the amount requested from VSU FRG. Provide a line item budget as well as a narrative explanation of the amounts requested in the following categories:
 - i. Travel (meals, lodging, public transportation)
 - ii. Travel (mileage)
 - iii. Supplies and materials (describe)
 - iv. Publication, printing costs
 - v. Other (per diem, research costs for consultants, data entry assistance, or other expenses not fitting into any of the above categories) – Each item must be fully explained.
 - d. Appendix for supporting documentation. If materials such as tapes, photographs, etc. are provided you may request return of these items.

5. Resume – attach a CV including educational background, publications relevant to your application and a list of any works in progress.

6. Submission of the completed proposal

- a. One hard copy of entire proposal and supporting documentation if any, or an E-mail attached copy containing all of the materials above. The Grants and Contracts office will make copies for the committee members to review.
- b. Incomplete proposals will be returned and not reviewed.
- c. Submit the full proposal a minimum of 7 days before the next meeting date to be considered to

Director, Grants and Contracts
Attn: Faculty Research Grants Committee
Valdosta State University
RCCE, Room 213
Valdosta, GA 31698
E-mail: grants@valdosta.edu