

Application for a Salary Based Research Grant

OFFICE USE ONLY			
Date Received			
List Approvals Required		Amount Awarded	
Date Approvals Received			

Notes on Awards Policy should be consulted before completing this form. Supporting documentation is welcomed, but this application form must be complete in itself. This cover page is to be signed by the applicant prior to submitting the completed application electronically in Portable Document Format (PDF) [to the Secretary of UCR \(UCR@stfx.ca\)](mailto:UCR@stfx.ca) by the posted submission date. The application will be stored in the ROMEO database system of the University.

About the Applicant				
Name				
Department				
Rank and Position				
About the Project				
Title				
Commencement Date		Completion Date		
Amount Requested				
Approvals Required: (Check each required)	Research Ethics	Animal Care	Bio-Safety	Other: (Please Specify)

Signature		
Signature of Applicant		

Budget Summary	
PLEASE SHOW SUBTOTALS AND TOTAL TO NEAREST \$5.	
Budgetary Item	Subtotal
Equipment	
Library Resources	
Travel and Subsistence	
Expendable Supplies	
Other Expenses:	
Total	

Attach a Research Proposal [up to 3 page]

A detailed research proposal written (up to 750 words) for a non-specialist audience that

- a) clearly identifies your research question, problem or hypothesis,*
- b) includes a concise literature review that determines what previous research says about the problem and clarifies the research significance,*
- c) describes an explicit research design and theoretical interpretative framework (if applicable) that explains how the research will be conducted, and*
- d) outlines a timeline for various phases of the project,*
- e) if applicable, indicate locations where the work will be carried out, and*
- f) if applicable, includes how this project relates to work already completed or in progress, and to planned future work and applications.*

Attach a Budget Justification [up to 1 page]

Please provide details and rationale or justification for the funds requested. Where appropriate be sure to address the following

- a) Equipment:
 - i. Provide itemized list and prices**
- b) Library Resources:
 - i. Provide itemized list and prices**
- c) Travel and Subsistence:
 - i. Provide itemized list and prices*
 - ii. Purpose of research travel and relevance of that travel to the project**
- d) Expendable supplies, photocopying, etc.:
 - i. Provide itemized list and prices**
- e) Other Expenses:
 - i. Provide itemized list and prices*
 - ii. Purpose of these expenses and relevance to the project**