

Proposal Title: \_\_\_\_\_

Name:\* \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Graduate Program: \_\_\_\_\_ Graduate Advisor: \_\_\_\_\_

Date Submitted: \_\_\_\_\_ Total Amount Requested: \_\_\_\_\_

- Individual grants up to \$500, or team grants for up to \$1,000 may be awarded from this fund.
- Students must be enrolled during the semester(s) that the research funds are spent; graduates must have been enrolled within the past year, and their project must involve work that they did at Meredith towards their degree.
- Five paper copies of proposals are due in the Graduate School Office, Park Center, preferably at least one month prior to when the activity, event, project, or publication is to be held or completed.
- Funds awarded must be used before June 30.

Graduate student research funds provide support for activities, events, projects, performances, or publications that are directly related to an enrolled student's coursework or field of study. Alumni may also submit proposals within one year of graduation, specifically to support costs to present his or her graduate thesis work at a professional meeting or event. Student(s)/graduate(s) are encouraged to have significant collaboration with a faculty member and/or other student(s). Student(s)/graduates(s) will be expected to share the results of their work with the Meredith community.

Possible uses of these funds may be to cover significant expenses that would enhance a student's research, support for presentations, and travel to professional meetings. Specialized equipment may be purchased using these funds, but will remain property of the department after the student(s) graduates. Graduate student research funds **may not** be used for general and expected costs, supplies, or equipment (e.g. tuition/fees, textbooks, routine travel to and from school, professional organization membership fees/dues, personal computers, general-purpose software, etc.)

In addition to this cover sheet, please include the following in your proposal:

- Abstract:** Summarize the activity, event, project, performance, or publication for which you are seeking funding, its significance to your education, and its benefit to your graduate experience (200 words or less);
- Outcomes:** Summarize your goals for this project and your plan to share the results with other students (graduate and/or undergraduate) and faculty (200 words or less);
- Timeline:** State when the project is to be held or completed; and
- Budget:** Detail the costs of the proposed project (include support documentation and explanation of any supplemental funds from individual, departmental, or outside funding sources).

The Graduate Student Research Funding (GSRF) Review Group will review proposals and awards will be announced as soon as possible, but no later than one month from the date that the proposal is submitted. Any changes to the original proposal must be pre-approved by the GSRF Review Group, otherwise increases in costs may not be covered. Original receipts should be submitted to the Graduate School Office for reimbursement.

\_\_\_\_\_  
*Student Signature\*/Date*

\_\_\_\_\_  
*Graduate Advisor Signature/Date*

\*Team proposals should include main point of contact on this sheet and names, contact information, and signatures of all team members on attached documentation.