

# Reed College Initiative Grants in Undergraduate Research Application and Budget Form

Name:		Expected Graduation:	
Reed ID:		Major:	
Email:		Box Number:	
<b>Faculty Sponsor Name:</b> <i>(The faculty sponsor must review and approve this application prior to submission)</i>	<input type="checkbox"/> Faculty sponsor has reviewed your application materials.		
Title of Project:			
<b>Brief Project Abstract:</b> (150 word) <i>(Prepare this abstract in such a way that an educated non-specialist can understand it.)</i>			
<input type="checkbox"/> Institutional Review Board approval is <b>NOT</b> required for this project.  <input type="checkbox"/> Institutional Review Board approval is required for this project.  <b>Date of IRB approval</b> <i>Please note: URC funding cannot be released until IRB approval has been granted. If IRB approval is pending at the time you submit your application, it is your responsibility to notify the URC Administrator when IRB approval has been granted.</i>			
<input type="checkbox"/> Student and faculty sponsor have explored the availability of department funds to support this research.  <b>Outcome:</b>			

Starting date and duration of project:	
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**BUDGET REQUEST:** (Note: The budget must be for the entire project)

	Description of Item	Total Amount
<b>Purchases:</b>		
	Books and other media	
	Software	
	Supplies	
	Other (explain below)	
<b>Wages:</b>		
	Non-student	
<b>Travel Related to Research:</b>		
	Airfare	
	Accommodations	(      days) x (      daily rate)
	Food and ground transport	Days x \$70
<b>Miscellaneous:</b>		
	Fees	
	Printing, Photocopying	
	Other (explain below)	
<b>Total Project Budget (very important):</b>		
<b>Less: Total from department or other source:</b> <i>(Faculty sponsor must verify that an attempt has been made to secure departmental funds)</i>		
		<b>Total Requested: (Maximum \$2,500)</b>

**Budget justification:**

**Proposal contains:** background and rationale, overall project design, methodology of research, references/citations, and projected outcomes.

**Additional items that should be addressed in your proposal, if applicable:**

- Explanation of why research cannot be conducted locally.
- Explanation of prior work completed to ensure access to the documents, locations, etc., you want to research.
- Explanation of language proficiency for research conducted in a foreign country.

*Last revised 9/24*