



Graduate Student Research Fund Application

Limited grants are available from the Dean of the Faculty of Arts and Sciences and the Graduate School to support graduate student travel to conferences and research expenses. The maximum amount available is \$500.

Please note that these funds are for reimbursement purposes only and money **will not** be given out up front, but only after receipts have been submitted. The application must be submitted prior to the start of the research. Students will not be reimbursed for subjects and labor cost. Applicants should be aware that reimbursements for research must follow university policies and procedures; please contact Ms. Louise Waters, FAS-Accounting Assistant, at 856-225-6096 or louisew@camden.rutgers.edu if you have any questions regarding the reimbursement process. Contact Ms. Julie Strasser Roncinske, the program coordinator for the Graduate School, with questions regarding the application process (856-225-6149 or jstrasse@camden.rutgers.edu).

These grants are made possible through funds donated to the Arts and Sciences Academic Excellence Funds. Students may be asked to present their research or meet with donors on selected occasions.

Return the completed application to:

Dr. Howard Marchitello
Associate Dean of the Graduate School
Rutgers University-Camden
Faculty of Arts and Sciences-Dean's Office
Armitage Hall Room 377
311 N. 5th Street
Camden, NJ 08102-1405

Research Fund Signature Page

I understand the guidelines for using the grant money for expenses associated with my research and agree to abide by them.

If I have any questions about spending or reimbursement associated with the grant, I will contact Ms. Louise Waters in the FAS-Dean's Office (856-225-6096 or louisew@camden.rutgers.edu). I understand that I should speak with her in advance about costs that will need to be reimbursed, so that I can follow the correct procedures and provide appropriate documentation. Other questions about the grant can be directed to Associate Dean Howard Marchitello or Ms. Julie Strasser Roncinske, the administrative assistant of the Graduate School (856-225-6149 or jstrasse@camden.rutgers.edu).

Name: _____

Signature: _____

Date: _____

Research Fund Application

Date: _____

Name: _____ Student ID: _____

Mailing Address: _____

Telephone: _____ Email: _____

Graduate Program: _____

Title of Project: _____

Period of Time Grant Will Cover: _____

Brief (no more than fifty words) description of project (be sure also to attach a statement of no more than two pages explaining the project in more detail):

Total Budget Requested (\$500.00 maximum): _____

Indicate in as much detail as possible how the amount requested will be used (e.g. lodging, gas expenses, train tickets, equipment, etc.):

(Application Continues on Next Page.)

Research Fund Application
(continued)

Faculty member under whose guidance you will work (be sure to attach letter of support):

Name: _____ Department: _____

Signature: _____ Email: _____

Institutional Review Board (IRB) Approval: The sponsoring faculty member should check the appropriate statement below; one of these statements must be checked or the application will not be considered.

- Permission/approval to conduct this research has been applied for or received from the IRB.

- IRB permission/approval is not required for this project.

Recommendation of Graduate Program Director:

Name: _____ Department: _____

Signature: _____ Email: _____

Approval by the Associate Dean of the Graduate School:

Signature: _____ Date: _____