

2025 Bronstein Faculty Research and/or Innovation Grant to Support
Excellence in Dementia Care and/or Advance Care Planning Education

Application Deadline: November 4 , 2024, 4:30 p.m.

- Outcomes must be measurable How well does the proposal describe how expected outcomes will be measured?
- Does the proposal describe the plans for disseminating the creative work or research results? Conferences, journals, or other outlets for dissemination should be specifically named/identified.

Budget

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7 Submit the proposal for routing through CAYUSE by the submission deadline noted above.

Note: To submit your proposal, you will need to approve the proposal in CAYUSE by checking the box next to your name in the routing and approval section. The CAYUSE 424 routing feature allows your department chair and dean to approve the proposal electronically following submission.

Budget Stipulations and Policies

- The amount requested should accurately reflect the cost of completing the project, up to a maximum of \$5,000.s
- Grant funds may be used for the following:
 - Faculty compensation/stipend for hours worked on the project based on actual salary
 - Student workers
 - Consultant fees
 - Materials & Supplies Office supplies, postage, software, laboratory supplies, books, etc. needed to complete the project.
 - Non-Capital Equipment: Durable equipment with a unit price less than \$5,000
 - Travel: Use of funds for travel are subject to the current [USI travel policies](#), which are subject to change. At this time international travel will be approved on a ~~case~~ case basis. In some instances, travel might be approved, and other trips might not be approved due to the country's travel warnings and restrictions
 - Other: Anything that does not fit into one of the above categories or categories listed on the Budget Form, such as rental or usage charges for equipment ~~or payment~~ to research subjects
- All requested budget items must conform to University accounting policies and procedures
- All equipment, tangible materials, and books purchased on a grant are property of the University.
- Mileage and per diem are based on current University rate
- Student wages are based upon the current University hourly wage (typically \$7.25 an hour). If the student worker is not enrolled in classes at the time of the work (such as during the summer), FICA must be included—note FICA is 7.65% of wages
- Budget justifications should include descriptions of why each line item is necessary and where cost estimates were obtained (for example, Expedia, hotel website, Amazon, etc.)

Policies and Regulations

University of Southern Indiana rules, regulations, and policies regarding the use of human subjects, animal care, biosafety, hazardous waste, radioactive materials, patents and copyrights, royalties and fees, as well as other appropriate University policies apply. Faculty are responsible for following the established University compliance procedures regarding these rules and regulations. Faculty may obtain additional information regarding these policies from the [Office of Sponsored Projects and Research \(OSPR\)](#)

All projects including human subjects must receive IRB approval prior to the start of data collection and before any funds will be released.

Fiscal Regulations

The expenditure of funds from this program follows normal USI policies and procedures.

Notification

The Provost and the USI Foundation may publicize awards and results of projects. The recipient will acknowledge the USI Foundation when a funded proposal leads to presentation or publication of a paper, performance, or exhibition of creative work.

Reporting Requirements

Recipients of the Faculty Research and Creative Work Grant are required to submit a final report summarizing the project to OSPR (Sponsored.projects@usi.edu) and Dr. Katie Ehlmann (mehlman@usi.edu) by December 31, 2026. Recipients may be asked to present their research at a USI event.

Questions? Contact OSPR at Sponsored.projects@usi.edu or view www.usi.edu/sponsoredprojects