

The Faculty Research and Creative Work Grant (FRCWG) will fund faculty research and creative work at USI during the 2025 summer term. Multiple grants up to \$5,000 each are available for faculty to initiate new basic or applied research or creative work, continue research or work in progress, or complete a project.

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1. Applicants must be full-time faculty holding a tenured, tenure track, or clinical track position.



- How appropriate, accurate, and justified is the budget and use of resources?
  - How reasonable does the budget seem for both the effort and anticipated results described?
  - Can the project be completed with the funding requested?
2. Complete the Research and Related (R&R) budget in CAYUSE detailing how the requested up to \$5,000 grant will be used. See CAYUSE budget instructions on the OSPR [website](#).
  3. Attach a Budget Justification that supports the line-item budget. The budget justification should be saved as a .pdf file and attached on page three of the R&R Budget in CAYUSE, section K.
  4. Attach letter(s) of support/site approval from any organizations with which you will work on the project (including in USI departments other than your own). Attach as a .pdf file into CAYUSE in the documents section.
  5. Attach a short CV (2 page maximum) to highlight your experience related to this project. Attach as a .pdf file into CAYUSE in the documents section.
  6. Attach other related materials, surveys, focus group protocols, etc. that will be used for the project. Attach as a .pdf file into CAYUSE in the documents section.

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1. Submit an \_\_\_\_\_ form to OSPR no later than \_\_\_\_\_  
 . The Qualtrics form can be found on the OSPR'

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- The amount requested should accurately reflect the cost of completing the project, up to a maximum of \$5,000.
  - Grant funds may be used for the following:
    - 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: Any travel expenses directly related to \_\_\_\_\_ such as airfare, lodging, mileage, per diem, etc. incurred during the time frame of the research project – please note that travel expenses related to conferences are not allowable. 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-by-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: \_\_\_\_\_