

Research Council Grant Application

Due Date: January 31, 2025 by 5:00 p.m.

Late submissions will not be accepted

INSTRUCTIONS

- ◇ Complete all items on the application form. Any proposals with missing information will not be reviewed.
- ◇ Sign the application form electronically -- all Principal Investigators.
- ◇ Submit an electronic PDF application package to Michele Smith in GSRD at smithmr@winthrop.edu by the deadline. The application must be electronically signed by the Department Chair and the Dean for it to be accepted by GSRD.
- ◇ See the Research Council Grant Guidelines for instructions on completing the application including required sections, page limits, budget restrictions, and evaluation criteria.

PROJECT INFORMATION

Project Title _____

Project Period _____ (Note: Funding is available May 1, 2025 - June 30, 2026)

PROJECT PERSONNEL

Principal Investigator _____ **Rank** _____ **Tenure Track** Yes No

College _____ **Department** _____

Email _____ **Phone** _____ **Number of Years at Winthrop** _____

Principal Investigator _____ **Rank** _____ **Tenure Track** Yes No

College _____ **Department** _____

Email _____ **Phone** _____ **Number of Years at Winthrop** _____

COMPLIANCE CERTIFICATIONS

Approval from the Institutional Review Board (IRB), Institutional Animal Care and Use Committee (IACUC) and/or the Biosafety Committee (IBC) must be obtained before awarded funds will be made available for expenditure. Forms are available on-line (<https://www.winthrop.edu/grants/forms.aspx>)

Yes No Will this research involve the use of Human Subjects? If yes, complete the Research with Human Subjects Training and obtain IRB approval for the project.

Yes No Will this research involve the use of live vertebrate animals? If yes, complete the Lab Animal Welfare training and obtain IACUC approval for the project.

Yes No Will this research involve the use of bio-hazardous materials? If yes, complete the Biohazards training and obtain approval of the Biosafety Committee.

BUDGET-- Balance MUST match Research Council Budget Worksheet

Budget Categories	Total Project Costs	Amount Requested
Salary and Wages		
Staff: part-time, temporary		
Undergraduate Student Wages (not allowed if student gets course credit during AY)		
Graduate Student Wages (not allowed if student gets course credit during AY)		
Fringe Benefits**		
Operating		
Supplies		
Printing		
Software		
Other:		
Travel		
Airfare		
Lodging		
Per Diem		
Registration		
Other:		
Equipment (Include a complete list of items in the budget justification)		
TOTAL PROJECT COSTS		
**Must be calculated if salary or wages are requested. See https://www.winthrop.edu/grants/budget-preparation-employer-contributions.aspx for rates.		Requested maximum is \$5,000

DETAIL OF CURRENT AND/OR PENDING FUNDING FOR THIS PROJECT (i.e., sponsor, grant period, budget)

EXTERNAL FUNDING PLANS Will you use data gathered from this project to apply for external funding? If yes, describe your plans to apply for external funds (i.e., sponsor, grant period, estimated budget).

PROPOSED WORK SCHEDULE

Will the proposed work on this project be conducted while on or off-contract?

INTELLECTUAL PROPERTY

Yes No Do you anticipate this project resulting in the invention, publication (other than publication in professional journals) or other production of intellectual property that may be patented or copyrighted? If yes, you must complete the Intellectual Property Rights form and obtain approval of the project before awarded funds will be made available.

APPLICANT CERTIFICATION

I certify that the information presented in this application is true and complete. If awarded funding by the Research Council under this application, I agree to use the funds for the project specified herein. I certify and agree that the project specified herein will be conducted in accordance with all applicable laws and university policies related to copyright and intellectual property.

I agree to submit to the Provost the Research Council Grant Final Report no later than September 15, 2025. I understand that receipt of this award is contingent upon my continued employment at Winthrop University for the entire funding period.

Principal Investigator	Date	Principal Investigator	Date
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APPROVALS

(Approvals by all chairs and deans must be obtained if more than one department or division is involved.)

I support the research proposed in this application and certify that the funds being requested are not available from budgeted Department or College funds. I further state that this project supports the mission of the Department, College and/or University.

Department Chair	Date	Department Chair	Date
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Comments

Dean	Date	Dean	Date
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Comments