

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

When submitting the application, please include a detailed statement explaining the project (two pages maximum) and a letter of support from your faculty mentor.

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.

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.

Applicants who are awarded these funds must apply for consideration for the Celebration of Graduate Research and Creative Activities **tentatively scheduled for Tuesday, April 10, 2018**. Applications will be available spring 2018.

Return the completed application to:

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

**Contact Ms. Bethany Lawton, Graduate School Coordinator of  
Administrative Services at 856-225-6149 or [bethany.lawton@rutgers.edu](mailto:bethany.lawton@rutgers.edu) with  
questions regarding the application process.**

## **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 my departmental secretary. I understand that I should speak with my departmental secretary in advance about costs that will need to be reimbursed, so that I can follow the correct procedures and provide appropriate documentation.

I understand that if I am awarded these funds that I must apply for consideration for the Celebration of Graduate Research and Creative Activities **tentatively scheduled for Tuesday, April 10, 2018.**

Other questions about the grant can be directed to Senior Associate Dean Howard Marchitello or Ms. Bethany Lawton, Coordinator of Administrative Services, at [bethany.lawton@rutgers.edu](mailto:bethany.lawton@rutgers.edu) or 856-225-6149.

NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

**Please remember to attach project statement and faculty mentor letter of support!**

**DEAN'S GRADUATE STUDENT RESEARCH FUND APPLICATION**

DATE \_\_\_\_\_

NAME \_\_\_\_\_ RUID \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

TELEPHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

GRADUATE PROGRAM \_\_\_\_\_

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**PROJECT INFORMATION:**

TITLE OF PROJECT \_\_\_\_\_

PERIOD OF TIME THE GRANT WILL COVER \_\_\_\_\_

**BRIEF DESCRIPTION OF THE PROJECT (FIFTY WORDS MAXIMUM)**

In addition, attach a statement explaining the project in more detail (two pages maximum).

**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.):

**Please remember to attach project statement and faculty mentor letter of support!**

**DEAN'S GRADUATE STUDENT RESEARCH FUND APPLICATION  
(CONTINUED)**

**FACULTY MEMBER UNDER WHOSE GUIDANCE YOU CONDUCTED THE RESEARCH:**

\_\_\_\_\_  
Faculty Adviser (print)

\_\_\_\_\_  
Department

\_\_\_\_\_  
Faculty Adviser (signature)

\_\_\_\_\_  
Faculty Adviser E-mail

**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 Project Number: \_\_\_\_\_

IRB permission/approval is not required for this project.

**APPROVAL OF GRADUATE PROGRAM DIRECTOR:**

\_\_\_\_\_  
Graduate Director (Sign and Print)

\_\_\_\_\_  
Date

**APPROVAL OF SENIOR ASSOCIATE DEAN OF THE GRADUATE SCHOOL:**

\_\_\_\_\_  
Senior Associate Dean of the Graduate School (Sign and Print)

\_\_\_\_\_  
Award Amount

\_\_\_\_\_  
Date

**Please remember to attach project statement and faculty mentor letter of support!**