

## ALUMNI RESEARCH GRANT APPLICATION FORMAT

The completed Research Grant Application should include the following:

- I. Justification or rationale
- II. Statement of objectives/hypotheses
- III. Narrative
  - A. Description of project or study
    1. Methodology or design
    2. Subjects or participants
    3. Implementation plan
    4. Data collection and analysis
    5. Implication(s)
  - B. Management plan
    1. Staff responsibilities/qualifications
    2. Time line
- IV. Budget
  - A. Detailed budget
  - B. Justification of budget
- V. References cited
- VI. Supplementary materials
  - A. Condensed resumes of project personnel
  - B. Clearance forms
  - C. Letters from supporting/cooperating agencies or groups
  - D. Letter from immediate supervisor

### GUIDELINES

Any publication from this grant should acknowledge Phi Upsilon Omicron Educational Foundation (See Policy D.).

Limit proposal to between 10 - 15 pages.