POMONA COLLEGE
APPLICATION FOR FACULTY RESEARCH GRANT 2011-2012

Deadlines for grants OVER $1,000:

Fall Semester	**October 6, 2011**
Spring Semester	**February 9, 2012**

Deadlines for grants UNDER $1,000: may be submitted at any time

Name and Title: _____

Department: _____ Title of Project: _____

I. For grants of $1,000 or less: Please attach a **typed description of the project including a budget** for which you seek funding. While requests for smaller grants may be brief, they should explain clearly, in language understandable by faculty members from other disciplines, the **nature and significance** of your project.

II. For grant requests of more than $1,000: Attach a **typed description of the project** that addresses **all** of the following questions in language that is clear to faculty from other disciplines.

1. What are the nature, objectives and significance of the project?
2. What methods will be used to accomplish the project?
3. What will be the end product of this project and what is the proposed timetable for its completion?
4. Have you received prior support from the General Research Fund for this project? If so, summarize the progress made on this project and attach any supporting documents you may have (e.g. reprints, meeting programs).
5. Did you receive a grant in excess of $500 from the General Research Fund last year? If so summarize (one page) the progress and outcomes of this work.
6. Have you sought external funding for this project? If so, what was the outcome of the request? If not, explain why not.
7. Include your current *vitae* with this application.

III. On a separate sheet, provide an **itemized budget**. Include justifications for the anticipated expenses in your project. See the website (www.pomona.edu/academics/) for items likely and not likely to be funded.

IV. For grants to support student research assistant wages, please include payroll considerations such as workers' compensation and state / federal tax deductions in your calculations representing the total cost to Pomona College for this expense. (During the academic year this will mean an additional 3.4%; during the summer period, 11.05%.)

Total Estimated Expenses: $_____

Total Amount Requested from College Funds: $_____

Generally, funds must be used by June 1, 2012. Is this consistent with your time schedule? Yes / No

_____ _____
Date Signature

_____ _____
Date Department Chair Approval
(Department chair's signature indicates that departmental support and resources with respect to this research have been discussed.)

Return hard copy to ASSOC. DEAN JONATHAN WRIGHT, ALEXANDER 226, POMONA COLLEGE

For use by Dean's Office:

Approval	Amount	Notification Sent	Spreadsheet	C/O
_____	_____	_____	_____	_____