

**TWU RESEARCH & SPONSORED PROGRAMS
SMALL GRANTS REQUEST FORM
2024-2025**

Texas Woman's University makes available, through the Office of Research & Sponsored Programs, small grants in support of research that could eventually become the basis for a proposal for external funding for a research grant. Small Grants are primarily intended to allow researchers to take advantage of unusual opportunities that arise, particularly to obtain preliminary or pilot data. Grants are not intended to support conference travel, travel to present research results, or student projects. Typically, only one grant per investigator is awarded per fiscal year. Grants are generally for no more than \$1,000, although exceptions can be made. Applicants must be faculty with a regular full-time appointment. Students and adjunct faculty are not eligible to apply.

Requests to the Small Grants Program should be supported by the applicant's department chair, director, or associate dean. **Funds must be expended by August 31, 2025**; however, due to the nature of these grants, it is expected that the funds would be expended immediately. A brief report will be requested in the fall.

INVESTIGATOR INFORMATION

Name & Title: _____
Department: _____
Phone Number: _____ Email: _____

PROVIDE A BRIEF EXPLANATION OF THE PROJECT

BUDGET REQUEST

(Provide a budget that shows what the funds will be used for and the amount of the funds requested.)

RATIONALE

(Provide specific information describing how these funds will support and/or enhance the faculty member's research plan. Be specific regarding how these funds could eventually become the basis for a proposal for external funding for a research grant..)

Signature of Investigator

Signature of Dept Chair/Director/Associate Dean

Submit one original to the Office of Research & Sponsored Programs via email to twuresearch@twu.edu.

FOR OFFICE USE ONLY:

___ Current on all internal funding reports.

Authorized by ORSP: _____ AMOUNT: _____

09/24