

Graduate Student Development Grant

Guidelines

1. The maximum amount of a grant is \$400.
2. Normally, only one grant per student per year is awarded.
3. Requests with matching funds from other sources have a higher priority.
4. The following items are allowable under the grant:
 - conference travel (very low priority for travel without a presentation/poster)
 - training workshops
 - research travel
 - research-related expenditures for which the student is responsible
 - (except typing, copying and binding theses/dissertations)
5. Applications are accepted year-round.
6. The proposals should be sponsored by the department chair and the graduate advisor. Department chair and graduate advisor are requested not to sponsor students who could be supported from other sources such as sponsored research grants and contracts.

Procedure

1. Fill in the requested information on the cover sheet.
2. Attach a proposal describing the project (description of activity and how the grant will help in your program – one page).
3. Include a short vita (one page).
4. Send the application material to:
The Office of Research and Graduate Studies, Suite 101, Perkins Administration Building, PO Box 750240, SMU, or send the entire application by email to phyllisp@smu.edu.

Grant Application Cover Sheet

Type of Grant: Research _____ Travel _____

Name

Signature

Date

Social Security Number

Phone _____ Email Address _____

Department & Box Number _____

Program & Year (Ph.D./Master; year): _____

Supervising Faculty: _____

Purpose of Grant (title of paper presented): _____

Budget (give details of major items with cost estimates): _____

Amount Requested: _____

Matching Funds (if any) & Source: _____

Authorizing party signature on matching funds: _____

Advisor's Signature: _____ Date _____

(Please print name under the signature)

Department Chair's Signature: _____ Date _____

(Please print name under the signature)