

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 or the graduate advisor. Department chairs and graduate advisors 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

Department Chair's Signature:

Date

(Please print name under the signature)