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| --- | --- | --- | --- |
| Title of Project: | | | Principal Investigator |
|  | | |  |
|  | | Mini-Grant Request | Matching Source |
| Personnel | |  |  |
|  | Salaries |  |  |
|  | Fringe (24% of salaries) |  |  |
|  | Student |  |  |
|  | Adjunct for course-release |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Supplies (please identify each line) | |  |  |
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|  |  |  |  |
| Travel | |  |  |
|  | Mileage |  |  |
|  | Flights |  |  |
|  | Hotels, food, etc. |  |  |
|  | Conferences/registration fees |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  | **TOTAL:** | **$** | **$** |

Instructions: Put the dollar amount requested under the mini-grant in that column. Other monies you have secured from an internal funder (such as departmental funds) should be identified under the “matching source” column. On a separate sheet, please justify all costs identified here, including details about how many hours (or days, or percent effort) are included for salaries as well as the rate you intend to pay students. Also include details about travel (where, for what, how long, etc.), and other details explaining any other requested portion of the budget. Please also explain any “matching source” amounts and provide a letter describing the match committment.

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| **Investigators and Supervisors** | | |
| Please print name and provide signatures below. | | |
| Principal Investigator |  | Co-Investigator (if applicable) |
|  |  |  |