

AGING & CHRONIC ILLNESS RESEARCH INTEREST GROUP

APPLICATION INFORMATION

COA Small Grant Research Funding P&P

POLICY: The COA wishes to provide support for faculty and doctoral students to pursue research related to aging or chronic illness. Support will be provided based on available funding for this project and on demonstrated progress on the research plan for funded researchers. While limits for funding have not been set, it is anticipated that most funded projects will receive between \$500 and \$5,000.

PROCEDURES:

- a. Any faculty or doctoral student wishing to obtain research support – whether in the form of release time [faculty only] or funds for research expenses – must submit a brief overview of the project with estimated costs and timeline to completion.
- b. There is no due date, and applications may be submitted at any time.
- c. To submit an application/request for funding, please email a WORD document to:
coa@uth.tmc.edu
 1. In the SUBJECT LINE of the email, please put: RESEARCH FUNDING REQUEST
 2. The WORD document should be no longer than 3 pages and contain the following sections:
 - Date of request
 - Name and contact information for the researcher
 - Title of the Project
 - BRIEF abstract
 - Aims/goals of this pilot project
 - Timeline [when each step of project is expected to be completed]
 - Estimated budget – please list items and estimated cost
 3. Each semester that funding is received by the researcher, the COA will expect to receive a status report on the progress of the project.
 - While the progress report may be submitted at any time during the semester, it is strongly suggested that it is submitted before the end of the semester, when the workload increases.
 - Please email the report to: coa@uth.tmc.edu
 - The report may be in a WORD document OR in the email body itself and should contain the following sections:
 - Semester, Year that the Progress Report is being submitted
 - Name and updated contact information for researcher
 - Title of Project
 - Any revision of the Aims/goals of the project
 - Timeline: Were targets met? If so, what obstacles were identified and what is the new plan to meet the targets for this project?

- Budget: COA will know the amount and type of expenses for your project. Are changes needed?