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| Department of PsychologySan Jose State UniversityPsychology Research Committee (PRC)Proposal for Research-Related Funding | **LEAVE BLANK—For PRC use only.** |
| Date Received |  |
| Date Reviewed |  |
| Outcome | □ Funded □ Partially Funded □ Denied |
| 1. PROJECT TITLE (*Do not exceed 56 characters, including spaces and punctuation.)*      |
| 2a. NAME OF APPLICANT *(Last, First, Middle Initial)*      | 3. TOTAL BUDGET  $      |
| 4.PROJECT PERIOD | 5. PRIOR PRC SUPPORT? [ ]  NO [ ]  YES *(If “Yes,” refer to item 6a-b)* |
| Start Date (M/D/YYYY):      | End Date (M/D/YYYY):      |
| 6a. DATE OF LAST PRC AWARD *(MM/YYYY)*       | 6b. IS A FINAL REPORT FOR THIS PROJECT ON FILE WITH THE CHAIR OF PSYCHOLOGY? [ ]  NO [ ]  YES  |
| 7. CATEGORY OF FUNDING (check all that apply; see PRC Guidelines and Policies for explanation of categories) [ ]  SUMMER SALARY (Deadline in May 31) [ ]  SUPPLIES, EQUIPMENT, OR OTHER [ ]  CAPITAL EXPENDITURE  |
| 8. APPLICANT CERTIFICATION AND ACCEPTANCE: I certify that the statements herein are true, complete, and accurate to the best of my knowledge, and I agree to comply with the terms and conditions as specified in the Psychology Research Committee Guidelines and Policies if an award is issued as a result of this application. I also certify that I will submit a final report as described in the PRC Policy within one year of receipt of funds or by April 1st for summer salary funding. |
| SIGNATURE   | DATE      |
| **INSTRUCTIONS FOR PREPARATION OF THE PROPOSAL** |
| I**. SCOPE OF FUNDING**Please read the PRC Guidelines and Policies for a complete discussion of its mission. Briefly, it is the intent of the PRC is to provide funding for the support and encouragement of research-related activities and grant applications by faculty within the Department of Psychology. It is anticipated that such activity will contribute to the indirect cost basis that funds the PRC.**II. GENERAL INSTUCTIONS**1. The complete proposal must be submitted electronically as an email attachment to the Chair of the Department.
2. The PRC accepts proposals at any time of the year, although requests for summer compensation must be submitted by May 31 to be considered for funding.
3. The proposal should not exceed five pages (double spaced), including any references and a detailed budget.

**III. PROPOSAL FORMAT AND CONTENT** (Please organize your proposal in the following pages using the headings outlined below)1. PURPOSE OF THE PROPOSAL

State the specific purposes of the research proposal and the hypotheses to be tested.1. BACKGROUND AND SIGNIFICANCE

Sketch briefly the conceptual and empirical background to the proposal. State concisely the importance of the research described in this application by relating the purpose of the proposal to broad, long-term objectives. Use this section to provide an account of any preliminary studies that might demonstrate the utility of the proposed project toward subsequent applications for extramural funds. 1. PROGRESS SINCE LAST AWARD

If applicable, briefly summarize the previously funded activities and the outcome of that award. This is essentially the summary report submitted to the Departmental Chair following your previous PRC award.1. METHODS AND DESIGN

Provide an outline of: • Research design and the procedures to be used to accomplish your aims;• Procedures by which the data will be analyzed;• Expected outcomes; and • Tentative sequence for the proposed activities1. TIMELINE FOR SEEKING EXTERNAL FUNDS

Briefly outline your tentative timeline of activities leading to the submission of an application for external funding. In doing so, you should identify both the potential funding agency and grant program through which you will eventually seek an award.1. DETAILED BUDGET

Please see instructions and example provided on the attached budget form. |

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|  |  |
| --- | --- |
| NAME OF APPLICANT (Last, First, Middle): |       |
|  |
| DETAILED BUDGET | FROM | THROUGH |
|       |       |
| COMPENSATION ($7,500 + %10.7 fringe benefits maximum per calendar year)  PERIOD: [ ]  SUMMER SALARY [ ]  INTERSESSION SALARY  |       |
| EQUIPMENT *(Note: You must submit an external grant using this equipment within one year of receipt)*      |       |
| SUPPLIES *(Itemize)*      |       |
| OTHER EXPENSES *(Itemize)*      |       |
| CONSULTANT COSTS (Indicate name , area of expertise, the daily rate of pay, and number of days of service in budget justification)      |       |
| ALTERATIONS AND RENOVATIONS *(Itemize)*      |       |
| TOTAL BUDGET *(Item 3, Cover Page)* | $ |       |
| **BUDGET JUSTIFICATION** |
| **INSTRUCTIONS**: The budget above states how much money you need for your research. The budget justification makes your case for the specific items and the amounts you have requested. Each item listed in the budget above must be clearly justified. The justification section is critical as it enables you to emphasize the necessity, importance, and basis of essential project costs. The need for a particular piece of equipment, for instance, may be implied in the project description, but the implication is not necessarily apparent to a PRC reviewer. The need must be made explicit.**SALARY JUSTIFICATION**: Your requested salary cannot exceed $7,500 (+10.7% fringe benefits) for the calendar year. To calculate your hourly rate, divide your annual salary (found in MySJSU) by 1360. Your justification below should estimate the hours per day and number of days required for your projoct, while staying below the $7,500 maximum. For example, “My requested salary of $6,921 (+$741 fringe benefits) is based on an hourly rate of $52.43 with a commitment of 6 hours per day for 22 days in the month of July.)      **JUSTIFICATION** (equipment, supplies, ect.):      |

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Department of Psychology

San Jose State University

**Psychology Research Committee (PRC)**

***Proposal for Research-Related Funding***

1. **PURPOSE OF THE PROPOSAL**

*State the specific purposes of the research proposal and the hypotheses to be tested.*

1. **BACKGROUND AND SIGNIFICANCE**

*Sketch briefly the conceptual and empirical background to the proposal. State concisely the importance of the research described in this application by relating the purpose of the proposal to broad, long-term objectives. Use this section to provide an account of any preliminary studies that might demonstrate the utility of the proposed project toward subsequent applications for extramural funds.*

1. **PROGRESS SINCE LAST AWARD**

*If applicable, briefly summarize the previously funded activities and the outcome of that award. This is essentially an summary report submitted to the Departmental Chair following your previous PRC award.*

1. **METHODS AND DESIGN**

*Provide an outline of the research design and the procedures to be used to accomplish your aims, procedures by which the data will be analyzed, expected outcomes, and tentative sequence for the proposed activities.*

1. **TIMELINE FOR SEEKING EXTERNAL FUNDS**

*Briefly outline your tentative timeline of activities leading to the submission of an application for external funding. In doing so, you should identify both the potential funding agency and grant program through which you will eventually seek an award.*