

## STEP (Seed Grants for Transitional and Exploratory Projects) Cover Page

<b>PI Name:</b>		<b>PI SIUE email:</b>	
		<b>PI Phone:</b>	
<b>PI Department:</b>		<b>PI School/College:</b>	
<b>PI Campus Box</b>		<b>PI Academic Rank:</b>	
<b>Co-Investigator #1 Name:</b>		<b>Co-I #1 Department:</b>	
		<b>Co-I #1 Campus Box:</b>	
		<b>Co-I #1 School/College:</b>	
<b>Co-Investigator #2 Name:</b>		<b>Co-I #2 Department:</b>	
		<b>Co-I #2 Campus Box:</b>	
		<b>Co-I #2 School/College:</b>	

(PI = Project Director; Co-I = shared work and credit as collaborator)

**ADDITIONAL COVER PAGES MAY BE INCLUDED AS NECESSARY TO ACCOMMODATE MORE PERSONNEL.**

**Project Title:** \_\_\_\_\_

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**Project Abstract:**

### Requested Support (July 1 through June 30 of Subsequent Fiscal Year)

Type of Request	See Program Guidelines Regarding Eligible Costs	Total \$ Requested
<b>Personnel*</b>	<b>Academic Year Assigned Time</b> <i>enter total amount by investigator using call staff rate</i>	<i>Double-click on gray square, enter default text, tab to next square</i>
*Please remember to	Name:	
calculate approx. 3%	Name:	
inflation rate for salaries	<b>Summer Salary Request</b>	
	Name:	
	<b>GA Support</b> <i>enter total dollar amount</i>	
	<b>Student Worker (minimum wage)</b> <i>enter total dollar amount</i>	
<b>Commodities</b>		
<b>Contractual Services</b>		
<b>Equipment</b>		
<b>Travel</b>		
<b>Telecommunications</b>		
<b>Study Incentives</b>		
<b>Other</b>		
<b>TOTAL</b>	<b>not to exceed \$16,000</b>	

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### Checklist for Application Packet (refer to website guidelines for further information)\*:

- |  |   |
|--|---|
| <input type="checkbox"/> Signed Cover Page, Abstract, Budget (this form)   | <input type="checkbox"/> References   |
| <input type="checkbox"/> Narrative (no more than 10 double-spaced pages)   | <input type="checkbox"/> Curriculum Vitae (no more than two pages per team member)        |
| <input type="checkbox"/> External Funding Potential Form                   | <input type="checkbox"/> Previous Funding Form(s) (if not applicable, include with "N/A") |
| <input type="checkbox"/> Budget Justification (max 2 pages, double-spaced) | <input type="checkbox"/> Appendixes (optional)  |

\*Please check your package carefully, as incomplete or ineligible applications will be returned without review.

### Please check if this project involves any of the following:

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Human Subjects | <input type="checkbox"/> Biosafety Control | <input type="checkbox"/> Radiological Control |
| <input type="checkbox"/> Animal Care    | <input type="checkbox"/> Hazardous Waste   | <input type="checkbox"/> Other                |

### Signatures – Additional pages may be included as necessary

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#### Team Members

If funded, I understand that I (all PI's and Co-I's) must submit a grant proposal for external funding and a final report for this project before I am eligible for any future internal grants sponsored by the Graduate School.

PI Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Co-I #1 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Co-I #2 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

#### Chair and Dean Signatures

I certify that the faculty or staff member has obtained the terminal degree appropriate to the profession and is a tenured or tenure-track faculty member or a staff member with a research appointment and, therefore, eligible for this program.

If a course buyout is requested and awarded, I agree that the faculty member, department, and dean will work together to identify a suitable course.

PI Chair Signature: \_\_\_\_\_ Date: \_\_\_\_\_

PI Dean's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Co-I #1 Chair Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Co-I #2 Dean Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Co-I #2 Chair Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Co-I #2 Dean Signature: \_\_\_\_\_ Date: \_\_\_\_\_