

## **Grant Research Request Form**

This form must be completed and approved by your Supervisor **and** Vice President to request the Grants Office to research funding sources for a specific project. Please allow a minimum of **two weeks'** lead time for submission.

| Name:                  | Email: |
|------------------------|--------|
| Department & Division: | Phone: |

List specific need(s) that your area would like to requesting funding to support:

If possible, list specific sources that might provide funding:

Projected Amount of Funds Needed:

Projected Date Funds Needed:

Supervisor Signature:

Date of Request:

Supervisor Approval

Supervisor Date:

Vice President Signature:

□ Vice President Approval

Vice President Date: