

BUDGET SUMMARY (Please indicate whether these are pending requests or confirmed awards.)

CATEGORY	DEPARTMENT SUPPORT	SCHOOL/ COLLEGE SUPPORT	OTHER SUPPORT (explain in justification)	OVPR REQUEST	TOTAL BUDGET
Professional Salaries & Fringe Benefits	_____	_____	_____	_____	_____
Student Salaries & Fringe Benefits	_____	_____	_____	_____	_____
Travel	_____	_____	_____	_____	_____
Supplies/Materials	_____	_____	_____	_____	_____
Equipment	_____	_____	_____	_____	_____
Other (Itemize in justification)	=====	=====	=====	=====	=====
TOTAL	_____	_____	_____	_____	_____

BUDGET JUSTIFICATION: (Not to exceed two pages unless otherwise indicated)

A narrative should be attached to this form which fully explains the relationship of costs to the proposed activity and the basis for cost estimates. In addition, please indicate:

- Why OVPR support is sought (e.g., external support is: unavailable, insufficient, delayed, interrupted, impractical, etc.);
- If the request is for "seed" money, explain the nature and status of plans for other support at the conclusion of the grant;
- If salary support is requested, provide detail (for whom, nature and percent of appointment, period of time, amount).

PROPOSAL NARRATIVE: (Not to exceed five pages unless otherwise indicated)

A narrative should be attached to this form which provides a concise description of the research, scholarship or creative activity, including:

- Statement of nature, objectives, and expected outcome of proposed research/creative activity;
- Description of the significance of proposed research/creative activity: in the discipline or field, for the applicant's scholarship, and for the University;
- Plans for accomplishing objectives (explain if timing of award is critical); and
- Other items as indicated in program description.

SUGGESTED REVIEWERS

OVPR will seek expert and objective reviewers from UM faculty. Please suggest potential qualified reviewers.

_____	_____
_____	_____
_____	_____
Name	Department

SIGNATURES: (Required)

_____	_____	_____
_____	_____	_____
Project Director	/ Date	Chair or Unit Head
		/ Date
		Dean or Director
		/ Date