

## Grant Program for Faculty Research or Teaching in Germany

**Application Deadline February 9, 2018 at 5 p.m. EST**

Submit completed application and supporting materials electronically to  
Iris Matijevic, Activities, Events, and Partnerships Coordinator, at [irm24@pitt.edu](mailto:irm24@pitt.edu)

Name: _____
School/Department: _____
Academic Rank: _____
University Address: _____
Phone: _____ E-mail: _____
Title of Project: _____
Dates of Project _____

### **Application Form**

Project Budget (estimate all major budget items regardless of funding source)
Travel (include international and local):
Housing:
Materials/Subscriptions:
Other:
Total budget estimate:
Amount requested from ESC:
Others sources pending or secured (and amounts):

Please read carefully, check boxes as applicable, sign and date.

- My project includes research involving interventions or interactions with individuals and/or the collection of identifiable private information concerning living individuals.
- Institutional Review Board (IRB) approval for my project is attached.
- IRB approval has been requested, evidence of submission is attached.
- IRB approval cannot be requested at this point, explanation is attached.
- My project does not include research involving interventions or interactions with individuals and/or the collection of identifiable private information concerning living individuals.
  
- I have updated my information in the UCIS Faculty Survey (**required**)

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

### **Application and Budget Guidelines**

In completing the application form and preparing your budget:

- Please include all anticipated project expenses, not just those for which you are requesting funding.
- For airfare, please quote a fare from a Web site or travel agent.
- For meals and lodging, please consult the U.S. State Department's per diem rates for the intended location in Germany: [www.pts.pitt.edu/Travel/perdiems.htm](http://www.pts.pitt.edu/Travel/perdiems.htm)
- When listing other sources of funding, please specify if the funding is requested or secured.
- Please include a section addressing when the funds will be used. Please Note: Arrangements for processing the funds awarded must be made by **May 31**.

### **Proposal Narrative and Supporting Documentation**

In addition to the application and budget, submit a proposal narrative of no more than five (5) double-spaced pages which describes:

1) The purpose or problem to be investigated; 2) sources and methodologies to be used; 3) expected outcomes (e.g. papers, articles); 4) relation of project to your current research, to collaboration with colleagues in Germany and longer term research agenda. If the proposal is for teaching at a German university, describe the nature of the course, proposed target (graduate or undergraduate) and expected syllabus. Invitation from host German university should also be supplied.

Please include your current c.v.