

Please complete this form when requesting funds from the Office of the Vice President for Research that is outside of a normal internal grant program. Return via email to [jhawks@uga.edu](mailto:jhawks@uga.edu).

**APPLICANT INFORMATION**

Dept/College/Center/Unit making request: \_\_\_\_\_

Individual making request: \_\_\_\_\_ Title: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**REQUEST INFORMATION**

Date of Request: \_\_\_\_\_ Amount Requested: \_\_\_\_\_

Request is for:  Bridge: (Check all that apply)  Salary  Supplies  Other  
 Grant Matching/Cost Share  
 Renovations  
 Conference (If request is for a conference also complete page 3 of this form.)  
 Other: \_\_\_\_\_

Time period funding is needed: \_\_\_\_\_

**Sources of other contributions:**

Source (Dept or College)	Amount contributed from source
_____	_____
_____	_____
_____	_____
_____	_____

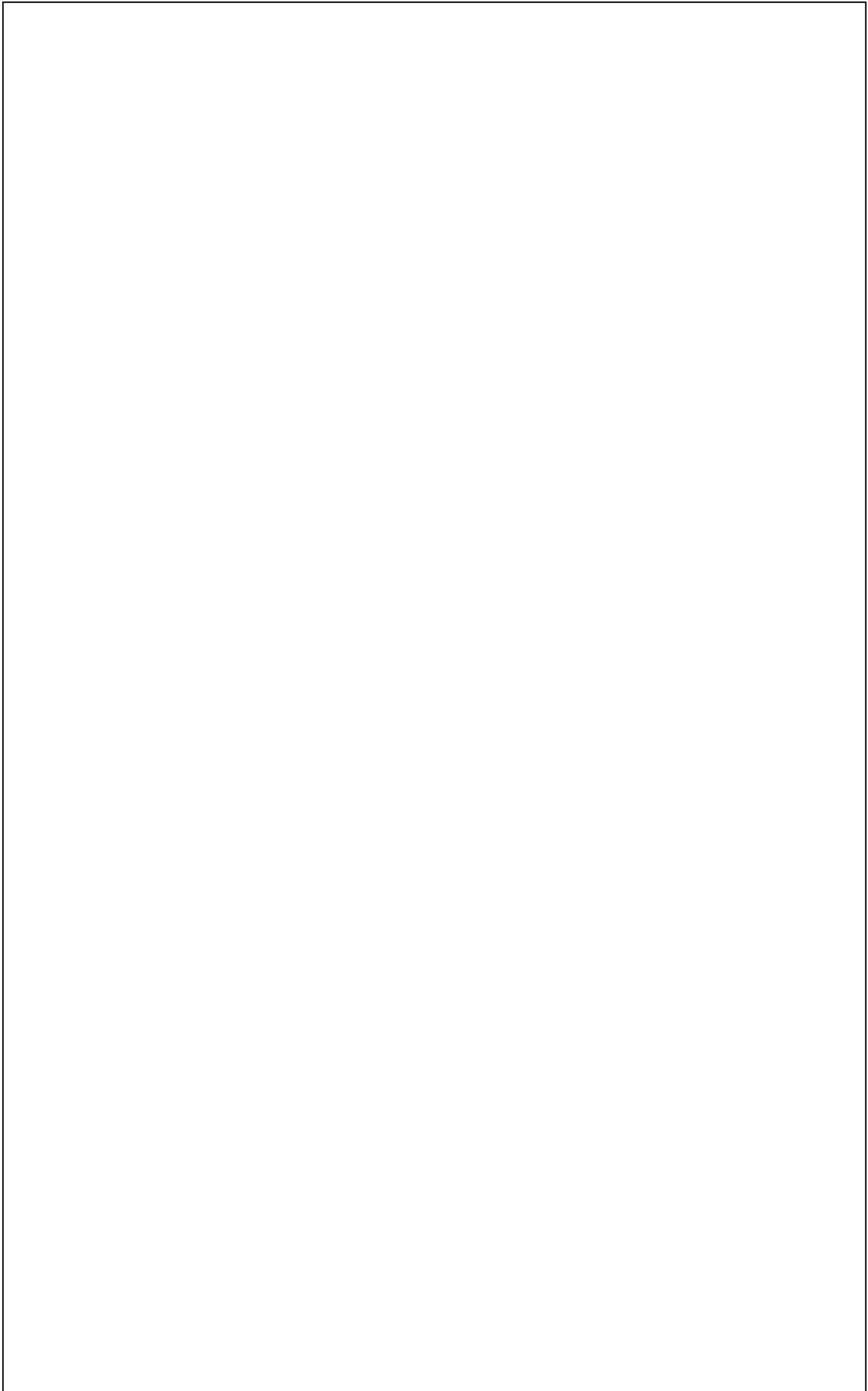
Please include a detailed but concise description of your request on the next page. Include how the money will be used, collaborating partners and the benefits to research and the University as a whole.

**\*If this is a bridge funding request please include the following information:**

- 1) Briefly describe why the bridge is needed
- 2) When your previous funding ended (or will end)
- 3) Proposals you submitted to continue your line of research (include submission dates)
- 4) Your survival plan to continue your research
- 5) Include a specific budget and timeline to keep the project going until external funding is restored.

**\*If this is a grant matching/cost share request please include the following information:**

- 1) Funding agency and funding opportunity number, proposal due date (*OVPR needs 15 business days from the proposal due date to consider these requests*), project title and brief project description.
- 2) Is the matching required by the funding agency?
- 3) Brief project budget, what OVPR matching funds would cover and time frame OVPR funds are needed.



**CONFERENCE / MEETING / SYMPOSIA REQUESTS ONLY**

Title of the meeting:

---

---

Purpose of the meeting:

---

---

---

Is this meeting part of a continuing series?

---

Is the meeting connected to a national or international society?

---

---

---

Characterize the likely audience: faculty and students, community members, other?

---

---

---

How many attendees do you expect? \_\_\_\_\_

Where do you expect the attendees to come from (Georgia, the U.S., overseas)?

---

---

---

Have you applied or will you apply for a grant to defray expenses? \_\_\_\_\_ If so, to whom and when? (Please provide a copy of the grant abstract or summary.)

---

---

---

Will other UGA units or external entities cost-share the expenses?

---

---

---