

Request for funds to purchase, upgrade, or repair major research equipment and facilities

The Research Committee of the Graduate Council has agreed to evaluate and rank the requests, and the VCR will determine which can be funded based on the availability of funds. These decisions will be communicated to the requesters who will have the opportunity to appeal the decision to the VCR.

Please submit the required information to Dr. Ben Richardson (brichardson29@siumed.edu) by the following deadlines:

- September 15
- November 15
- February 15
- April 15

Required Information

Please provide the following information. Please ensure that your proposal includes all sections below. You can also submit additional documents you consider important and relevant:

1. Indicate whether the request is for new equipment or for replacing, updating, upgrading, or repairing existing facilities.
2. A description of the equipment with estimated cost.
 - a. Cost should include renovations that will be needed to install the equipment.
 - b. If the equipment will be installed in or moved to a new space, there needs to be an agreement by the space owners.
 - c. Please list any *new* personnel that may be needed to support the equipment.
 - d. Please list any additional funding sources for the project.
3. For existing equipment, please provide a list of sponsored research projects that used the equipment in the past three years. List any other research activities supported (e.g. REACH, start-ups, REU, etc.). Include the number of researchers, students, and faculty participating.
 - a. If the equipment supported classroom activities, please list these classes.
 - b. Please include the impact of the equipment on graduate students outside classroom instruction.
4. For new equipment, please provide the same information as for item (3), only for new research and educational activities that will be enabled.
5. Provide any additional information that describes the impact and importance of the requested equipment and facilities.