Request for Special Opportunity

Research Funding

Please submit this completed form when requesting Special Opportunity Research funds from the Dean. Email to: [hgoldstein@usf.edu](mailto:hgoldstein@usf.edu) and [jserovich@usf.edu](mailto:jserovich@usf.edu)

Requestor: Department: Choose an item.

Title/Purpose: Amount Requested: $

Special Opportunity Research Funds are available for time-sensitive requests for research funds. Thus, there are no deadlines for submitting these requests. These funds are not meant to supplant departmental or individual RIA account support.

Applicants must provide a written justification explaining the unusual or unique situation that warrants this investment. First, requestors are expected to discuss their requests with their chair and solicit their approval. Then requests will be forwarded to the CBCS Research Council. The Research Council will review the request to determine whether such an investment warrants consideration by the Dean. This review is not meant to be a mechanism for soliciting feedback on the proposal. All requests will then be forwarded to the Dean who will determine next steps. Those steps may include the granting of requested funds, a negotiated distribution of funding from multiple sources, or a denial of the request.

No strict guidelines are provided for the written request. However, justification narratives for requests are expected to be brief (1-3 pages). The potential return on investment should be outlined, specifically about prospects for applicable granting agencies. Because the relative risks and potential rewards will vary, the requested funding amounts are expected to vary. A detailed budget and an explanatory justification should be provided. Examples of past requests have included bridge funding to maintain a community research partnership, covering a student on a new source of funds to make them eligible to compete for a grant, participant payments for pilot data collection recommended by a reviewer, purchasing software or other materials needed for a new proposal, and an equipment upgrade to gather pilot data testifying to its advantages. Please indicate in your budget if there is sharing of costs for requested items.

**Complete the following for ALL requests:**

1. Why are you requesting these funds? How will they be used?

Click here to enter text.

1. What is the expected return on investment?

Click here to enter text.

Requestor’s Signature:

Approval signature by Chair/Director:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Comments:

CBCS Research Council Recommendation: The justification, its scope, and potential return on investment is: Very strong  Strong  Fair  Weak

Dean’s determination: Approved Approved as amended Denied

Dean’s Signature:

Amendments/Comments: