



The University of Oklahoma
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Associate Dean of Graduate Studies and Research
Patricia L. Hardre'
Jeannine Rainbolt College of Education

July, 2009

TO: JRCOE Faculty

FR: JRCOE Research Committee

RE: Research and Travel Funds

The College's Research Committee has limited support money for faculty research and travel. Each year faculty have the opportunity to submit requests for research and/or travel support. The Research Committee meets two times per year (once in the fall and once in the spring) to review requests and make awards. If you have completed research or traveled during the **Summer or Fall of 2009**, or are planning to conduct research or travel during the **Summer or Fall of 2009**, please submit a request to the Research Committee using the following guidelines.

- Develop a maximum two-page narrative describing the research or travel request.
- Submit a detailed budget.
- Submit relevant documentation (e.g. – acceptance letter for presentation; IRB approval OR proposal for research)
- Submit these application materials to Patricia Hardre' in the Dean's Office by **October 1st** for the **Summer and Fall 2009** semester awards.

The available monies for travel and research are limited and will be distributed evenly by semesters in two calls. As long as funds are available, the Committee will attempt to share support for faculty travel at about 1/3 of the requested amount. Typically, no research awards exceeding \$1000 can be considered due to limited funds. Additional support may be available from your department and the graduate college. Technology support for instruction may be requested from the College of Education Technology Committee.

The Committee will review applications and make awards in **October** for **Summer and Fall** requests. Requests submitted after the **Summer and Fall** awards are made will be considered in the Spring. If you have any questions, e-mail Dr. Hardre at hardre@ou.edu or contact your faculty departmental representative.