**The School of Communication Faculty Research Micro-Grant Program** offers grants for materials and supplies to **tenured, research and professor-in-practice faculty at the associate rank and above**, in any field of study.

**Deadline:** Rolling during the academic year (August – May). The SoC Research & Creative Support and Services committee will review applications on a rolling basis and until the funds are depleted.

**Criteria Used for Consideration of Support:** Research, or creative activity that leads to the production of new knowledge; to increased problem solving capabilities, including design and analysis; to original, critical or historical theory and interpretation; or to the production of original creative work.

**Maximum Award is $500**. Only one award per faculty member/per semester. Maximum of two awards per faculty member/per academic year. Award must be expensed within the academic semester in which it was awarded.

ALLOWABLE COSTS

* Specialized software and databases, computer peripherals, and data collection costs
* Capital equipment, research equipment, materials and supplies. Note: equipment purchased with micro-grant funding is property of the School.
* Student support for research purposes
* Payments to individuals for services are allowable, though not eligible as reimbursement.
* Business related postal or shipping charges

NON-ALLOWABLE COSTS

* Faculty salary
* Travel
* Magazine or organization subscription/membership
* Conference registration fees
* Meals
* Legal fees
* Retroactive charges for expenditures incurred prior to the review and approval of the award.

## APPLICATION

1. Application form signed that includes:
	* Short one-line description of research activity (50 wards)
	* A short proposal narrative that includes: a clear and concise statement of the nature and objectives of the research activity, written for a multi-disciplinary audience. The first paragraph should summarize why the specific funds are needed for the research and how much is being requested (maximum request is $500). If you are conducting research that requires Institutional Review Board (IRB) approval, be sure to indicate whether your project procedures have been approved.
	* A short budget narrative that provides a detailed explanation of each item. When possible, be sure to include the source (vendor) of supplies.
2. Submit form as one single .PDF to kkontaxis@miami.edu

By accepting a **micro-grant**, you agree to:

* Participate in all SoC research events, including but not limited to, the SoC Research Day
* Complete all surveys connected to SoC Research
* Follow human subjects guidelines. Visit: [hsro.med.miami.edu](https://hsro.uresearch.miami.edu/)for instructions.

Failure to satisfy these requirements will result in ineligibility for future awards.

