

**Publications Subvention Program**

**Proposal Cover Sheet**

Full Proposal Deadline: Proposals Accepted Anytime

***This program does not provide assistance to cover page charges for journal articles.***

Name:       Title:       Date: mm/dd/yyyy

Department:       College:       Mail Stop:

Project Title:

Your faculty appointment is 9-month [ ]  10-month [ ]  11-month [ ]  12-month [ ]

**Funds Requested**

$       Funding Limit: Not to exceed $1,700

**Endorsements**

|  |  |  |  |
| --- | --- | --- | --- |
| Applicant | Name Typed | Signature | Date |
|       |  | mm/dd/yyyy |
| Dept. Chair | Name Typed | Signature | Date |
|       |  | mm/dd/yyyy |

**Contents of Package:**

Cover Page Page 1

Manuscript sections as indicated in guidelines Pages

Contract or letter from the publisher Page

Review Materials (if available) and evidence of quality of publisher Page

Verification from the publisher of need for subvention Page

Explanation of how funds will be spent Page

**Submit a complete PDF of the proposal containing all required elements via e-mail to** **urfo@utoledo.edu****. Hard copy submission is not required; however, the Research Council reserves the right to request the hard copy proposal with original signatures. Please be sure to maintain the hard copy proposal with original signatures.**

**DETERMINATION – Do not complete below this line**

**Determination:** [ ]  Approved [ ]  Not Approved

**Amount Approved:** $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Reason, If Not Approved:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Vice President for Research:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Frank J. Calzonetti, PhD