

September 11, 2023

Dear colleagues,

The University Research Council Research and Travel Grant Program normally awards grants during two proposal cycles per year, and I am pleased to announce the program for the fall proposal cycle of academic year 2023/24.

Proposals for Research Grants and Travel Grants may be submitted for consideration at this time. *The deadline for submission is 5:00pm, October 11, 2023.*

Individual proposals for *travel* grants may not exceed **\$10,000**, but individual proposals for *research* grants may now be submitted for up to **\$15,000**. Budgets must be clearly justified, and awards must be utilized within 12 months of award.

Full-time research active faculty both tenure track and non-tenured track, as well as Faculty Emeriti are eligible to submit proposals. In the case of faculty members up for contract renewal, an award will be contingent on that renewal. Proposals from junior faculty and proposals that will lead to external funding are encouraged.

An individual may only submit one proposal per proposal cycle and may receive no more than one award per academic year. Submission of multiple proposals in a single proposal cycle will disqualify the proposals from consideration.

All proposals must follow the new submission guidelines and applicants must apply using this [LINK](#). **(Please note that we have reconstructed the application form to a DocuSign; the process and the form remain the same)** The proposal should be short, cogent, and *written to communicate to colleagues who are not experts in your field*. The proposal must explain the significance of your research and/or travel and its benefit to the University and include a justification for the proposed budget. Faculty with restricted accounts must declare these financial resources in their proposals and explain why additional funds are required from the URC to accomplish their research goals.

Additional information is available at the URC [website](#). Please contact **LaGail Davis** in the Office of Research and Innovation, lagail@smu.edu if you have questions.

Sincerely,



Suku Nair, Ph.D., P.E.
Vice Provost for Research and
Chief Innovation Officer
SMU, Dallas