

Faculty Scholarly Grant Program Budget Guidelines and Restrictions

Budget

1. This program will provide faculty with grants up to \$6,000 for a period of two years to support scholarly projects and publications. In exceptional circumstances the committee may elect to support an outstanding proposal at a higher level of funding. Proposals are evaluated on their significance, soundness, competence and merits. Specific details include:
 - Hourly wages of research assistants must be listed and justified. If [Undergraduate Research Opportunity Program \(UROP\)](#) students are used in the project, their wages are paid by UROP. Students must apply separately to UROP.
 - The basis for figuring travel related to the project and per diem costs must be itemized and made clear, and may not exceed rates for per diem and travel set by the [Travel Office](#) (801-581-7142).
 - Careful justification should be given for the purchase of equipment (including computer hardware, software, books, or supplies) which may already exist in the University. Equipment purchased by the research grant becomes the property of the University of Utah. Where leasing equipment is a possible option, the purchase must be justified.
2. Once the grant is awarded, the awardee is responsible for managing the budget. All funding distributed by the URC is subject to audit. The URC will not bear the burden of over-expenditures, which must be rectified by the faculty member and his/her academic unit.
3. PI's may not make any changes to the original objectives in their research plan or budget outline without written permission of the URC. Should the investigator wish to use the funds for something other than what was previously established in the budget, a modified proposal must be presented to the URC for reconsideration of funding. Modifications are not approved until the PI receives written confirmation from the URC.

Restrictions

1. Grants may not be used for faculty salaries, graduate student stipends or fellowships, graduate student initiated projects or support to write their dissertations or theses, curriculum development and/or career development (e.g. taking courses, attending professional meetings, etc.), benefits on hourly wages except those required by law.
2. A request for funds to purchase a computer requires evidence that the project cannot be pursued without procuring that specific computer or workstation. The URC will fund the acquisition of computer hardware and software that are vital and necessary components of an approved project.
3. Faculty are expected to conduct their research at the University of Utah, with the exception of fieldwork connected to the scholarly or creative research project
4. URC recipients are only eligible to reapply to a URC mechanism once a final report has been submitted for any previous URC grant, and the funding has been closed.

Intellectual Property Rights

All questions of intellectual property should be addressed to the [Technology Venture Commercialization Office](#) at 801-581-7792. For the faculty's own protection, it is suggested that the grantee pursue any potential patent or copyright implications within the context of existing University of Utah regulations.