Research Mini-Grants (RMG)

College of Business
Iowa State University

(Revised January 2017)

I. Purpose

- Enable COB faculty to achieve higher research quality and productivity
- Help complete on-going research projects, or initiate pilot study for new research projects

II. RMG Amounts

- Maximum of $750 per grant
- Grants in excess of the maximum may be awarded under special circumstances
- Annual RMG budget of $15,000: maximum of $5,000 to be awarded each enrollment period
- Enrollment periods are January 1-June 30 and July 1-December 31

III. Faculty Eligibility

- All tenured and tenure-eligible faculty are eligible
- All else being equal, a recipient of two RMGs in the 12 months preceding the current grant competition will have lower priority.

IV. Use of Award

Allowable research expenses include, but are not limited to:

- Data collection/acquisition
- Travel directly related to and essential for the research project
- Specialized research equipment, software, services and supplies appropriate to the project
- Student research assistants

The following are not allowable expenses:

- Faculty salaries
- Travel to conferences

RMG must be spent within 6 months of receipt.
V. Proposal Submission and Evaluation

- Proposal should be maximum 1-page, 12-point font, single-spaced, and 1-inch margin on all sides, including information on the research project, specific reasons for mini-grant, and detailed budget and justification.

- There is no specific deadline for applying for mini-grants. Applications are accepted and grants are rewarded year-round as long as there are funds available for the academic year.

- Applicants should submit RMG applications to their department chairs for initial evaluation.

- The department chair forwards the RMG application with his or her recommendation to the Associate Dean for Graduate Programs and Research for final approval.

VII. Administrative Responsibilities

- The academic departments are responsible for administering the grant funds and ensuring appropriate use of grant funds.