**Institute for Society, Culture, and Environment**

**REQUEST FOR SUPPORT**

**PI Name:** **Date**:

**Project Title**:

**General Instructions:** Please fill out all sections of this form. The narrative sections (A-C) should not exceed 3 pages. The budget portion does not count towards the page limit. Sections may be collapsed/expanded as needed.

1. **GOALS AND OBJECTIVES**: Describe the significance and potential long-term impact of the project; briefly state how this research/scholarship supports the mission and ISCE focus areas (see [www.isce.vt.edu](http://www.isce.vt.edu) for description of focus areas).

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1. **EXTERNAL FUNDING:** Discuss how support from ISCE will help preparation for seeking external funding. Where and when (application deadline) will the proposal be submitted? What is the estimated amount of external funds to be requested?

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1. **PARTNERS:** List other entities contributing to the project (e.g., department, Centers, Institutes, external sources)

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1. **TIMELINE/RESEARCH TEAM:** Provide timeframe for ISCE support and brief narrative background of Virginia Tech team members, including success in securing external funds in general and more specifically any internal or external funding related to the proposed project. If relevant, provide a brief description of any community partners (organizations or individuals). Do **not** submit individual vitas.

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1. **BUDGET REQUEST:** Complete following budget form. Items should be described in detail (e.g., “digital recorder” instead of “supplies,” etc.). Justify each portion of the budget; if needed, break down calculations, e.g., per diem and state car rental for travel, etc.). Expand table or insert additional categories as needed.

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| **Item** | **Amount** | **Justification** |
| **Course Buyouts (list by name/semester)** |   |  |
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| **Student Wages** |   |  |
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| **Project Travel** |   |  |
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| **Supplies/Software** |   |  |
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| **Other** |   |  |
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| **Total** |  |  |