



## Request for Cash Contributions from the Provost and the VPRGE

PIs must submit such requests using this form to preaward@chapman.edu at least 15 business days before the sponsor application deadline.

PI Name: \_\_\_\_\_ PI e-mail \_\_\_\_\_

Submitting Unit: \_\_\_\_\_

Title of Project: \_\_\_\_\_

Sponsor: \_\_\_\_\_

Program/FOA: \_\_\_\_\_

Link to FOA: \_\_\_\_\_

Application Due Date: \_\_\_\_\_ Project Dates: \_\_\_\_\_ to \_\_\_\_\_

Summary of Project (2-3 lines):

Total Proposed Direct Funding to be Provided by Sponsor: \_\_\_\_\_

Total Cost Share Amount (Mandatory plus Voluntary): \_\_\_\_\_

Total Cost Share Amount from School/Institute: \_\_\_\_\_

\*\*Documentation of commitments should be included as an attachment. E.g., An e-mail from dean or department approved form.

Total Cost Share from 3<sup>rd</sup> Part (if Applicable): \_\_\_\_\_

\*\*Documentation of commitment should be included as an attachment.

Total Requested amount or resources from VPRGE and/or the Provost Office:

\_\_\_\_\_

Please provide a justification or rationale for your request. Please include how this commitment from the university will support the mission of the university. If more space is required, please add an attachment.

Please provide a budget listing all the cost share amounts from each unit and associated expenses that it will cover. If more space is required, please add an attachment.

\*\*\* Documentation of commitments should be included as an attachment. E.g., An e-mail from dean, a letter from a 3<sup>rd</sup> party cost share contributor, and/or department approved form.

**APPROVAL SIGNATURES:**

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Martina Nieswandt, PhD, Vice President for Research & Graduate Education

If Applicable:

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Norma Bouchard, Ph.D., Executive Vice President, Provost and Chief Academic Officer

*NOTE: Prior to routing your Cayuse SP proposal for internal approvals, you must attach this approved form. Any proposals routed through Cayuse SP containing requests for additional resources without prior approval will be denied.*