

**DIVISION OF RESEARCH & INNOVATION
RESEARCH FINANCIAL & COMPLIANCE SERVICES
GRANT FUND REQUEST FORM**

Grant Title _____

Grant Funding Agency Name _____

Grant Start Date _____

Grant End Date _____

Sponsor ID# _____

Grant Award Amount _____

Cost Share Amount _____

Pass-Through From Agency Name *(If pass-through)* _____

Cost Share Source *(Fund No. if applicable)* _____

Catalog of Federal Domestic Assistance No. (CFDA#)
(If federal funding source) _____

Facilities & Administrative Cost Rate (%)
(Indirect Cost Rate) _____

SUBCONTRACTS

(Please attach a separate sheet if more than four subcontracts.)

Name	From:	Subcontract Period	To:	Subcontract Amount

FUNDING SOURCE: Federal State Local Private

Instruction Research Public Service Academic Support Student Services Institutional Support Scholarships & Fellowships

Note: See Second Page for Definitions

PRINCIPAL INVESTIGATOR/PROJECT DIRECTOR

Printed Name _____

Department _____

Signature _____

Date _____

T Number _____

Organization # _____

Detail Budget: (Please attach Detail Budget with detailed calculations for indirect costs, signed and dated by PI/PD Email the completed form along with the Detail Budget to the Research Financial Services Dept., diane.lewis@tsu.edu)

For Research Financial Services Use Only

Fund No. Assigned _____ Organization No. _____ Program No. _____ LMS Revenue Account _____

Grant Accountant _____ Date Emailed to P.I. _____

RFS Signature _____

Major Function	Subcategory	Subcategory
❖ Instruction	<ul style="list-style-type: none"> • General academic instruction • Vocational/technical instruction • Special Session instruction • Community education • Preparatory/remedial instruction 	<ul style="list-style-type: none"> • All teaching and training (except research training) • Vocational teaching • Technical teaching • Departmental research • Sponsored instruction and training
❖ Research	<ul style="list-style-type: none"> • Institutes and research centers • Individual and project research 	<ul style="list-style-type: none"> • Sponsored research • Research training • University research
❖ Public Service	<ul style="list-style-type: none"> • Community services • Cooperative extension • Public broadcasting 	
❖ Academic Service/Support	<ul style="list-style-type: none"> • Libraries • Museums and galleries • Educational media services • Academic computing services • Ancillary support • Academic administration • Academic personnel development • Course and curriculum development 	<ul style="list-style-type: none"> • Libraries • Departmental Administration
❖ Student Services	<ul style="list-style-type: none"> • Student services administration • Social and cultural development • Counseling and career guidance • Financial aid administration • Student admissions • Student records • Student health services 	<ul style="list-style-type: none"> • Student services administration • Social and cultural development • Counseling and career guidance • Financial aid administration • Student admissions • Student records • Student health services
❖ Institutional Support	<ul style="list-style-type: none"> • Executive management • Fiscal operations • General administrative and logistical services • Administrative computing services • Public relations/development 	<ul style="list-style-type: none"> • Executive management • Fiscal operations • General administrative and logistical services • Administrative computing services • Sponsored projects administration
❖ Operation and Maintenance of Plant	<ul style="list-style-type: none"> • Physical plant administration • Building maintenance • Custodial services • Utilities 	<ul style="list-style-type: none"> • Physical plant administration • Building maintenance • Custodial services • Utilities

	<ul style="list-style-type: none"> • Landscaper and grounds • Major repairs and renovations 	<ul style="list-style-type: none"> • Landscaper and grounds • Major repairs and renovations
❖ Other Sponsored Activities		<ul style="list-style-type: none"> • Sponsored health service • Sponsored community service programs
❖ Other Institutional Activities		<ul style="list-style-type: none"> • All activities expect: <ul style="list-style-type: none"> ○ Instructions, departmental research, organized research, other sponsored activities ○ F&A cost activities ○ Specialized service facilities • Residence halls • Dining halls • Hospitals and clinics • Student union • Intercollegiate athletics • Bookstores • Faculty housing, student apartments, guest houses • Chapels • Theaters • Public museums • Other similar auxiliary enterprises
❖ Scholarships and Fellowships (not used in Facilities Inventory)		
❖ Auxiliary Enterprises	<ul style="list-style-type: none"> • Provides goods and services for a free to students, faculty, and staff • Intercollegiate athletics 	
❖ Hospitals	<ul style="list-style-type: none"> • Patient care operations of a separately organized and budgeted hospital 	
❖ Service Centers		<ul style="list-style-type: none"> • An operation that provides services or products for a fee to users principally within the institutional community