

Research and Sponsored Programs Approval Form

General Policies. Faculty are strongly encouraged to seek external funding in support of their teaching and research. The Research and Sponsored Programs Office at Altoona College exists to facilitate faculty access to external funding, proposal preparation, and the management of externally funded projects.

All proposals requiring the preparation of a Penn State University Clearance Data Form (CDF) and/or the commitment of university resources must be submitted through the Research and Sponsored Programs Office at Penn State Altoona. This office is located in Academic Affairs at W110 Smith Building.

Indirect Recovery. Those submitting proposals through Penn State University should expect to include an appropriate indirect rate. The rates are:

	Research	Teaching
On-Campus	48.00%	44.1%
Off-Campus	26.0%	21.4%

Exceptions to these rates are permitted only when the formal policies of a funding organization prohibit the payment of indirect costs or when contracting with an agency of the Commonwealth of Pennsylvania.

Investigator Name -	Project Title -
---------------------	-----------------

1. Does this proposal include course buy-outs for participating faculty?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2. Does this proposal require university match?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3. Does this proposal include either human or animal subjects?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4. Are all principal and co-principal investigators Penn State Altoona faculty?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5. If one or more principal or co-principal investigators are faculty members on another Penn State University campus, what is the "total period requested budget" (CDF, Item 21) that will be assigned to the Penn State Altoona campus?	\$ _____
6. Are the current facilities available to you at Penn State Altoona adequate to support the research you have proposed here? (If no, describe the arrangements you have made to do the research.)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Division Head for Originating Faculty Member	Division Head for Originating Faculty Member
Division Head for Originating Faculty Member	Assistant Dean for Research and Sponsored Programs
Date Submitted to Research & Sponsored Programs	Sequence Number of Submission