

APPLICATION FOR SABBATICAL RESEARCH GRANT

Note: This application must be submitted to the Vice-President (Research) at least 60 days before commencement of leave. Please ensure that all aspects of the proposal are in accordance with the regulations governing Sabbatical Leave Grants.

NAME	DEPT.
SABBATICAL LEAVE BEGINS ON	AND ENDS ON
SHORT TITLE OF PROPOSED RESEARCH	
DESCRIPTION OF PROPOSED RESEARCH	
(NOTE: PLEASE ATTACH A COPY OF YOUR APPLICATION FOR SABBATICAL LEAVE	
LOCATION (S) OF PROPOSED RESEARCH (be specific as to institution or other research site)	
OTHER RESEARCH SUPPORT AVAILABLE DURING LEAVE (e.g. SSHRC Leave Fellowship, NSERC Grants, etc.)	

PROPOSED BUDGET

1. Personnel Cost (include classification of persons to be hired, salaries, period of employment, etc.)

Total (1) \$ _____

2. Travel by Researcher (include specific information concerning places to be visited, mode of travel, fares, subsistence cost at approved rates, etc.)

Total (2) \$ _____

3. Materials and Supplies (itemize)

Total (3) \$ _____

4. Other Cost (specify)

Total (4) \$ _____

5. Total Grant Request. (1) + (2) + (3) + (4) Total \$ _____

JUSTIFICATION OF BUDGET (provide a rationale for any of the above items which are not completely self-explanatory)

I understand that the administration of any grant received and the justification, for income tax purposes, of any expenditures are my sole responsibility.

SIGNATURE OF APPLICANT _____ DATE _____

SIGNATURE OF CHAIR _____ DATE _____

SIGNATURE OF DEAN _____ DATE _____

Amount Approved \$ _____ Date _____

Signature of Vice-President (Research) _____

Applicant Notified _____ Comptroller Notified _____