

# Pre-Research Approval Form

**Please submit this form (with advisor signature) to the main office and Chair prior to when the funds are needed. Once the Chair approves, you may begin the process of acquiring funds. The office staff will instruct you as to how to proceed.**

Student's name: \_\_\_\_\_

1) Total Requested Amount: \$ \_\_\_\_\_

2) Purpose of funds (select all that apply):

Participant Fees	Language Consultant Fees
Computing Fees	Cloud Storage
Specialized Equipment	One time computer purchase
Software	Other

3) The Student should provide a brief DESCRIPTION OF THE PURPOSE of the funds, including itemizing if the funds will be used for more than one purpose.

a) For Participant Fees, the description should include how much an individual participant will be paid as well as how many participants there will be.

b) For Language Consultant Fees, the description should include the hourly rate, how many consultants there will be, and how many sessions/hours of data gathering there will be.

c) For all other expenses, the description should include the name of the purchase, and (if possible) a link to the exact item.

4) Provide a brief description of the RESEARCH PURPOSE of the purchase (ex: second screening project). The description should make it clear why the purchase is required.

5) What OTHER FUNDING have you received from the Department of Linguistics this academic year (Aug 1 - July 31)?

Amount	Purpose
\$ _____	_____
\$ _____	_____
\$ _____	_____
\$ _____	_____

**SIGNATURES AND ADVISOR APPROVAL**

\_\_\_\_\_  
Student's signature

\_\_\_\_\_  
Today's date

\_\_\_\_\_  
*Advisor approval:* Advisor name and signature

\_\_\_\_\_  
Today's date