

# MICHIGAN STATE UNIVERSITY

## REQUEST FOR STATISTICAL CONSULTATION SUPPORT FACULTY AND RESEARCH ASSOCIATES

The College of Social Science has a limited pool of funding to support statistical consultation from CSTAT that enhances external research proposal submissions and scholarly publications for faculty and Research Associates.

**Eligibility:** Faculty and Research Associates with primary appointments in the College of Social Science.

**Process:** The Statistical Consultation Support Form must be **completely** filled out listing:

- A summary of cost sharing between the applicant (e.g., start-up funds, grant funds), the applicant's department, and College.
- An endorsement of the request by the department chair or director is required whether or not the unit is providing funding.

The application must be accompanied by a brief letter from the applicant indicating the following:

- The title of the research proposal or project.
- A brief description of the research proposal or publication written in a way that is understandable to social scientists outside the field.
- A summary of the requested statistical consultation services.
- Description of how these proposed statistical consultation services will enhance the research proposal or publication.
- Detailed budget and budget justification (include estimate from CSTAT).
- Human Research Protection Program approval or exemption letter.



### College of Social Science

Office of the Dean

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### Criteria for Statistical Consultation Support Awards

- College Statistical Consultation Support awards are intended to match/supplement funds provided by applicants and units.
- Only one request per applicant per year will be considered.
- Requests must be submitted between August 1-June 15<sup>th</sup> of each academic year.
- Requests should be submitted to the CSS Office of Research as a single PDF file at [SSC.Researchdean@msu.edu](mailto:SSC.Researchdean@msu.edu).
- The CSS Office of Research will make decisions on support within three weeks after receiving all of the required documentation.
- Award notifications will be emailed.
- The applicant's unit will pay for the statistical consultation services and then be reimbursed by the College for the amount awarded. To receive reimbursement, the College must receive final invoice for these services.



## Statistical Consultation Support Form *Faculty and Research Associate*

**SHARED FUNDING AND ENDORSEMENT FOR:**

Applicant Name (print): _____	Date: _____
Department: _____	E-mail: _____
Dept. Address: _____	City/State/Zip: _____
Dept. Phone Number: _____	College: _____
Faculty Rank: _____	Early Stage Investigator: YES <input type="checkbox"/> NO <input type="checkbox"/>
Grant Type and Sponsor (e.g. R03, NSF): _____	Grant's Total Direct Costs: \$ _____
If publication, targeted journal: _____	Internal Deadlines (Dept., College, OSP): _____

*\*Attach the specific funding request letter from the applicant.*

<b>A signature is required from the unit chair/director or other funding source even if they have no funds available to support this request. Individual UNITS and the College may request additional information from the applicant.</b>				
FUNDING SOURCE	NAME AND E-MAIL ADDRESS (Print)	SIGNATURE	ACCOUNT#	AMOUNT FROM SOURCE
Unit Chair/Director				\$
Other (specify)				\$
<b>TOTAL:</b>				<b>\$</b>
<b>FUNDS REQUESTED FROM THE COLLEGE OF SOCIAL SCIENCE:</b>				<b>\$</b>

<b>College of Social Science Funds</b>	Disapproved:	Approved:
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**Notification of award decision will be emailed to Applicant and Unit's Chair/Director office, so please make sure to include the email addresses in the space provided.**