See attached instructions

Date: ____________  Principal Investigator: ________________________________
Grant Number: J- ____________  Department: ________________________________
Original Grant Date: ________________  Institution: ________________________________
Renewal Amount: $10,000  Address: ________________________________________

Scientific Field: ________________________________

Phone: ( ) ____________________
Email Address: ________________________________

Curriculum Vitae: (See instructions for format.) [Click here to enter text.]

Title of Project: [Click here to enter text.]

Brief Description of Project: (250 words or less in language understandable by a non-expert in this field of research. Include any change in research objective from original grant proposal.) [Click here to enter text.]

Summary of Results to Date: (250 words or less in language understandable by a non-expert in this field of research. [Click here to enter text.]
Other Participants: (Names of students, technicians, and/or collaborators and their part in the research) [Click here to enter text.]

Papers and Scientific Talks: (List titles and references to papers or talks resulting from the work. Attach two copies of any reprints available, if not previously forwarded.) [Click here to enter text.]

Previous Jeffress Funding: (List prior Jeffress grants by grant number, amounts, dates) [Click here to enter text.]

Other Support: (List amounts and sources – including institutional – of other contributions received or expected for any research projects.) [Click here to enter text.]

Expenditure of Grant Funds:

A. Equipment, Supplies: (Itemize major expenditures.) [Click here to enter text.]

B. Stipends: (Academic status, rates, periods of participation) [Click here to enter text.]

C. Other Expenditures: (Itemize and give purpose.) [Click here to enter text.]
Renewal Year Research Plan: (250 words or less in language understandable by a non-expert in this field of research) [Click here to enter text.]

Renewal Year Budget: [Click here to enter text.]

Applications must be submitted by email by the university’s sponsored programs office (or equivalent).

Please return this form by email to: sarah.kay@ustrust.com

Sarah Kay
Vice President
Philanthropic Solutions
U. S. Trust
Bank of America Private Wealth Management

Sponsored Programs Representative

Title

Date

Principal Investigator

Date

By entering your name and submitting this form, you are certifying that all included information is true and correct.

Final acceptance date for extension and renewal applications will be September 1, 2015

GUIDELINES FOR JEFFRESS TRUST RENEWAL APPLICATIONS

1. All Renewal applications must be approved by the Sponsored Programs unit of the University (or its equivalent) and initiated by the Principal Investigator and with the final approval of the Principal Investigator. Only email renewal applications will be considered.

2. US Trust, Bank of America Private Wealth management will continue to consider grant renewals for original grants awarded between January 2009 and May 2012. Grant renewal applications will not be considered for original grants awarded prior to January 2009. Renewal awards will only be considered upon the admission and completion of all requirements as communicated in the original grant contract until September 2015.
3. Renewal grants will now only be reconsidered once a year. Eligible applications are due on or before September 1st. Only eligible renewal applications through September 2015 will be considered. After September 2015 the Thomas F. and Kate Miller Jeffress Memorial Trust will be dedicating all resources to the Jeffress Trust Awards Program in Interdisciplinary Research. The next acceptance date deadline for Renewal Applications is September 1, 2013.

4. For the budget, faculty stipends are limited to $3,000 per summer months, with a maximum total of $6,000. Graduate students may only be paid 25% of the annual stipend for a maximum of a $7,000 for the summer funding. Undergraduate students may be paid at the usual accepted rate for your university. Postdoctoral students and/or Technical stipends may not exceed $7,000 for the summer. NO fringe benefits or FICA are allowed and must be contributed by the University. Tuition and fees cannot be paid from Jeffress funds. Travel expenses are limited to $1,000. Publications costs (page charges) are not allowed, however by request to Sarah Kay they may be funded.

5. For the Curriculum Vitae the format should be: Dr. ---- is a/an ---- Professor, Date (of Appointment and current date of rank); Ph.D., University, Field, Date completed; Postdoctoral Fellowship(s), University, Field, and dates. Publications and presentations in the past five years should be shown in a conventional format. List any recent supportive information. Limited space to 250 words.

6. Questions may be directed to Sarah Kay, Vice President US Trust, Bank of America Private Wealth Management, Philanthropic Solutions at sarah.kay@ustrust.com.

Effective: January 22, 2013