



**USC EMERITI COLLEGE**  
**USC Retired Faculty Research Stipend Application**

USCA ENDOWMENT IN LIFE LONG LEARNING

*A fund to assist retired faculty with expenses related to research, publication and life-long learning projects. Originally supported by the Kenneth T. and Eileen L. Norris Foundation, and now funded through an endowment from the Office of the Provost. One grant of up to \$2,000, or two or three grants totaling \$2,000, may be awarded during the academic year. Previous recipients may reapply for funds after a period of three years.*

**Grants Conditions:**

- Maximum grant is \$2,000 per applicant.
- Funds are used to reimburse research expenses that are not to be reported as income.
- You may not pay for personnel assistance from this fund except to a USC undergraduate or graduate student research assistant who is hired through the Emeriti Center.
- Reprints of any type of publication resulting from this award should acknowledge the partial support of the Office of the Provost and the USC Emeriti College, and one copy should be forwarded to the College.

*Please complete the cover sheet and attach requested information. Your application will be submitted to a committee for consideration.*

Applicant's Name \_\_\_\_\_  
Last First Initial

Title \_\_\_\_\_

Email \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone ( ) \_\_\_\_\_ Cell Phone ( ) \_\_\_\_\_

Date of Appointment to the USC Faculty \_\_\_\_\_ Date of Full Retirement \_\_\_\_\_

Department, School or College \_\_\_\_\_



Title of the Proposal \_\_\_\_\_

Must attach the following to this application:

1. A paragraph describing the project and its purpose.
2. A list of resources you already have for the accomplishment of this project.
3. A simple budget of your proposed expenditure, (e.g., publication costs, reprints, clerical assistance, supplies, computer time, travel, etc.)
4. If this is seed money for a larger proposal, describe.
5. Estimated date of completion of this project.
6. If human subjects, warm-blooded animals, human blood, or recombinant DNA are to be used, please indicate if the appropriate institutional committee has approved the proposal. Or will this be accomplished later?

Amount Requested \$ \_\_\_\_\_

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Application should be submitted:

[emeriti@usc.edu](mailto:emeriti@usc.edu)

USC Emeriti College  
University of Southern California  
835 W. 34<sup>th</sup> Street, URC 103  
Los Angeles, CA 90089-0715  
Phone (213) 740-8921  
Fax (213) 740-7120

Method of Payment

Reimbursement for expenses incurred: Please submit a single request for reimbursement and provide ORIGINAL RECEIPTS (these expenses must be verifiable business or travel expenses; NO third party payments will be reimbursed).



**For office use only**

Amount Granted \$ \_\_\_\_\_ Date Granted \_\_\_\_\_

Date Declined \_\_\_\_\_

Date of Decision Communicated to Applicant \_\_\_\_\_

ECC Committee Signature \_\_\_\_\_

At completion of Grant Covered Expenses: Grants are awarded to reimburse research expenses. Payment will be made to the successful applicant upon appropriate receipts from the project that is covered by the amount granted.

Date of Reimbursement Request (receipts attached) \_\_\_\_\_

ECC Authorizing Signature \_\_\_\_\_ Date \_\_\_\_\_

Date Payment Sent to Applicant \_\_\_\_\_

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