



**Application for Release Time from Teaching
for Curriculum Development, Redesign or Grant Proposal Development**

Send completed application to OK-INBRE at okinbre@ouhsc.edu

Include with this application:

- Brief description of the proposed project. Limit is one page, single spaced, with one-inch margins.
- If diagrams are required, you may attach one additional page.
- NIH biosketch

Name: _____ Institution: _____

E-mail: _____ Address: _____

Release time is requested for: _____ Grant Proposal _____ Curriculum Development or Redesign

Working Title for Proposed Grant Application: _____

Granting Agency and Program: _____

Submission Deadline: _____

Working Title for Curriculum Development: _____

Planned semester for implementation: _____

Semester for which release time is requested: _____

Budget:

1 Annual salary	1	\$
2 Annual load credit hours	2	
3 Number of hours to be released	3	
4 Percent of load to be released (divide line 3 by line 2)	4	
5 Salary requested	5	\$
6 Fringe benefits rate	6	
7 Fringe requested	7	\$
8 Total salary requested	8	\$

Note: This program does not provide support for F&A costs.

*Approved: _____
(Department Chair)

Date: _____

* Approval signatures acknowledge the availability of personnel to cover time released.