Fellowship Application Worksheet

This fellowship application worksheet has been developed to assist LSU faculty in determining the implications, financial and otherwise, of being awarded the fellowship they are considering applying for. The applicant should work with relevant personnel in their Dean’s office to complete the worksheet and assess whether the fellowship will need to be routed through the Office of Sponsored Programs online submission system, and whether special accommodations will be needed in order to keep the faculty member ‘whole’ in terms of salary and benefits should the fellowship be awarded.

Today’s Date: __________________________ Submission Deadline: __________________________

Name: __________________________ Email: ____________ Phone: ______________

Project Title: ___________________________________________________________________

Sponsoring Agency: __________________________
Program Name: ___________________________________________________________________
Indicate Website or Attach RFP: ___________________________________________________________________

Project Duration: ___________________________________________________________________
Project Start Date: ___________________________________________________________________

Budget Information
What is the maximum request allowed under the program? __________________________

How much will the program pay for salary? __________________________

Is the maximum amount allowed under the program enough to cover the applicant’s salary for the duration of the fellowship? __________________________

Would the fellowship take place in conjunction with sabbatical? __________________________

Will the program pay for any expenses other than faculty salary? __________________________
Will the program pay for fringe benefits?

Will the program allow the fellowship to be administered by LSU (or is it an award directly to the applicant)?

Will the program pay any F&A (i.e. indirect or administrative) costs?

Have tax implications for the applicant been determined?