

SPH POLICY & PROCEDURES FOR REQUESTING MATCHING FUNDS

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Overview:

The Dean's Office in the School of Public Health (SPH) only commits matching funds for grant applications in limited circumstances. Those circumstances are outlined below. All other matching funds requests should be directed to your department chair.

Population Health Initiative (PHI) Awards:

Given our commitment to population health, and the value of the PHI Pilot Awards to researchers in the SPH, the Office of the Dean routinely commits matching funds for these applications. Amounts available and instructions for requesting these matching funds are found in the "Population Health Initiative Pilot Award Instructions" posted under the Policies and Guidance section of the [Resources for Research](#) page of the [SPH Research webpages](#). Contact the Associate Dean for Research (sphadr@uw.edu) to request these matching funds.

Provost's Matching Funds:

Matching funds from the Provost's Office are available in limited circumstances. This is typically only when matching funds are explicitly required in the funding opportunity announcement. All requests for matching funds from the Provost's Matching Funds program must be submitted through the Associate Dean for Research. The Office of Research will not accept requests directly. To request matching funds, please do the following:

- Initiate the request at least two weeks prior to the deadline to submit your application to the Office of Sponsored Projects (OSP)
- Review the description of the Provost's Matching Funds Program on the [Office of Research webpage](#)
- Download and complete the request form
- Forward the completed request form, signed and approved by your department chair to the Associate Dean for Research (sphadr@uw.edu).
- The Associate Dean for Research will review the request and may provide feedback to strengthen the application prior to approving and submitting it to the Office of Research
- The Office of Research will notify the Dean's Office of its decision
- The Dean's Office will share that notification with you when it is received

Other Funding Opportunities:

Matching funds from the Dean's Office are rarely granted for other funding mechanisms and are only considered when the RFA explicitly indicates that matching funds are a requirement. Requests for these types of matching funds are considered on a case-by-case basis. Contact the Associate Dean for Research (sphadr@uw.edu) if you have a special case.