



Minnesota State University, Mankato

**Application for Use of Minnesota State University, Mankato's resources in Research or Scholarly and Creative Activity**

Research proposals involving use of any University resources (e.g., IT) including, but not limited to, human resources, physical resources, (e.g. IT), University property, both real and personal, and any other resources that may be considered property under the domain of Minnesota State University, Mankato and/or the Minnesota State System shall be reviewed by the Interim Associate Vice President for Research and Dean of Extended Campus for approval. Data collection shall not begin until approval is received from the Interim Associate Vice-President. All completed applications, together with the Interim Associate Vice-President's recommendation, shall be kept on file in the office of the Interim Associate Vice-President, in compliance with the applicable University policies and procedures.

A letter of support signed by the authorizing individual for the college and/or division that is committing the resources and/or services is required. If you do not know from whom to obtain the letter of support, contact Dr. Wallace (507-389-1242). The letter should fully detail the resources and/or services being contributed, providing documentation on the full nature of the support/commitment and those involved. *For example, if you intend to modify space or equipment, you will need a letter of support from Facilities Management Division.* In addition, if the research requires Institutional Review Board approval, attach the approval letter to this request.

Return the completed form and IRB approval letter if applicable and/or support letter if applicable to [Teresa.Wallace@mnsu.edu](mailto:Teresa.Wallace@mnsu.edu) with a copy to [Julie.Joerg@mnsu.edu](mailto:Julie.Joerg@mnsu.edu)

**1. Project Title:**

**2. Key Personnel:**

**a. Minnesota State University, Mankato Faculty/Staff**

PI's Name:

Institution/address:

Department/campus mail code:

Phone Number:

Email address:

IRB Net ID Number, if applicable:

**3. Procedures**

- a. Where will the research be conducted?
- b. Please specifically identify the University's resources being requested. Also, identify specific sources of resources being requested from other sources outside MSU (e.g. other institutions, agencies, etc.).
- c. Please provide a detailed rationale why this study requires access to the specific resources requested from Minnesota State University, Mankato.
- d. What are the potential benefits of this research for Minnesota State University, Mankato?

Approved by Interim AVP \_\_\_\_\_ Date \_\_\_\_\_

COLLEGE OF GRADUATE STUDIES & RESEARCH  
315 WIGLEY ADMINISTRATION CENTER • MANKATO, MN 56001  
Phone 507-389-1242 (V) • 800-627-3529 or 711 (MRS/TTY) • Fax 507-389-5859

A member of the Minnesota State Colleges and Universities System and an Affirmative Action/Equal Opportunity University



Not Approved by Interim AVP \_\_\_\_\_ Date \_\_\_\_\_

AVP's Reason for Withholding Approval: