PS Graduate Student Research Fund Policy and Guidelines

All Political Science graduate students are invited to submit proposals for support of projects related to their research efforts. Funds (up to $600) per fiscal year (July 1 - June 30) are available to students provided the following guidelines are met:

- The funds can be used for fieldwork, visits to libraries/archives or other repositories of information, data collection, survey costs, software purchases, printing costs.

- Funds cannot be used for expenses related to food, entertainment or equipment (e.g., computers, cameras).

- MIT has some Generative AI tools available through IS&T. Please review this [list](#) to see if you can use one of these before requesting reimbursement for another Generative AI tool.

- Some expenses, especially those involving contracts (e.g., survey companies), research assistance, and/or translation services require the setup of purchase orders. Please consult with [Sasha Rollinger](#) on specifics.

- The student must be registered (either in-residence or non-resident) and application form submitted two weeks in advance of proposed research.

- Retroactive approval for expenses is not allowable.

To Apply

1. Complete a [PS Graduate Student Research Fund Application Form](#) two weeks prior to expenses.

2. If approved, submit original itemized receipts to [Sasha Rollinger](#) for reimbursement.