



# Research Workshops by Appointment

Office of the Vice President for Research  
Western Michigan University

## Request Form

Hosting Department of College

Contact person name

email

phone

- Workshop requested
- Introduction to OVPR
  - Finding Funding
  - Project Budgets and Justifications
  - Submission Portals
  - Research Compliance
  - Intellectual Property at WMU
  - Commercialization on Intellectual Property at WMU
  - Other:

Anticipated number of attendees

Submit options of date and start time in ranked order of preference

1<sup>st</sup> choice

2<sup>nd</sup> choice

3<sup>rd</sup> choice

Location for workshop (hosting department or college is responsible for reserving space for the workshop and providing power point ready projection)

Form submitted on

Comments

Email completed request form to:

Research Development Administrator  
Kay Mortellaro  
(269) 387-8204  
kay.mortellaro@wmich.edu