

SAMPLE FORMAT

Name
Department
Faculty Rank
(Co-PI, same information, if applicable)
Proposal Name

Part 1. Project Summary

- May not exceed 300 words
- The summary should be written in language understandable to non-experts; jargon and overly specialized technical language should be avoided. Reviewers are selected from a broad array of disciplines and may not be expert in the applicant's domain, a successful summary must be accessible to all reviewers.
- See RFP for additional Project Summary information

Part 2. Project Description

- May not exceed five single-spaced pages (no smaller than 11 point font)
- See RFP for additional Project Description information

Part 3. Glossary of Abbreviations

- Does not count in five page Project Description limit
- See RFP for additional Glossary of Abbreviations information

Part 4. Budget and Justification

- Does not count in five page Project Description limit
- See RFP for additional Budget and Justification Information

Part 5. Other Supporting Documentation

- Does not count in five page Project Description limit
- See RFP for additional Other Supporting Documentation information