Paul Russo, PhD, Vice Provost and Dean, Katz School of Science and Health

May 15, 2024

Request for Proposals AY 2024-2025 (September 2024-April 2025)

As part

If funded, award recipients must prepare a status report on the progress at the end of the spring semester covering accomplishments to date, upcoming work and requests to change the overall scope of the plan. In addition, awardees must present their work at the Katz School Symposium in Spring 2025. The presentation will take up to 10-minutes, PowerPoint style,

Each application shall include: 1) a project cover sheet; 2) a project narrative (see specific requirements) of <u>no more than two pages</u>; 3) a budget plan of <u>no more than two pages</u>; and 4) an appendix with bios of all participants.

1. Cover Page
   Project Title, One Paragraph Abstract (not more than 250 words), Principal Investigator(s), Amount Requested, and Signatures.

2. Specific Requirements (not more than 2 pages)
   Rationale – Why should the project be done? Explain how the proposed project will improve scientific knowledge, technical capabilities, and/or clinical practice.
   Purpose, relationship to priorities, and/or hypotheses. Where will the results be published.
   Design and Methodology – What will be done, how, and by whom (i.e., participants, procedures, measures, and analytic plan)? Identify major milestones and create a brief task-list/timeline including who is responsible for the specific tasks. Describe the evaluation design for your project. What will you do to determine the success of your project?
   Outcomes/Benefits – What are the expected outcomes of the project in concrete terms? Estimate the number of people (full-time graduate students (excluding Pathways and PhD students), research participants, and others) who will benefit directly from the project and describe the expected benefits to them. How will the results be disseminated?
   Partners – List anyone them.

Project Name:

Contact Name and Title (1):
School or College:
Phone:
E-mail:

Contact Name and Title (2):
School or College:
Phone:
E-mail:

Contact Name and Title (3):
School or College:
Phone:
E-mail:

Funds Requested: $_____

Project Summary (250 words max):

All relevant Department Chair/Program Director approvals:

Relevant Dean's or Deans' approval:

Awards will range from a minimum of $1,000 to a maximum of $4,000. The average award will be $3,000, with larger amounts awarded based on number of students, programs, and potential for future work/external funding.