**Proposal Template**

# Faculty Research Support Program (FRSP) - Regular Grant

*Include the numbering and proposal section headings in your proposal document.*

*No specific formatting is requested. However, Arial 12-point font with double-spacing and one-inch margins is preferred.*

1. **Cover page** (one-page maximum)
	* Name of the principal investigator and any co-principal investigators, their department, center, or institute affiliations
	* Department, center, or institute affiliation
	* Phone
	* Email
	* Proposal title
	* Designation as the FRSP-Regular Grant
2. **Abstract** of the proposed project (one-page maximum)
3. **Description** of the proposed project (five pages maximum)
* The objective of the project
* Background, previous work, and/or motivation as appropriate
* The project approach and methods
* The anticipated outcomes
* The anticipated schedule
1. **Discussion** (one-page maximum)

Discuss how the project will address the program priorities, including:

* Excellence
* Mission Fit
* Personnel Qualifications
1. **References**, optional (one-page maximum)
2. **Current and Pending Grant Support** (no maximum page limit)
* List all current funding and pending proposals by all faculty participants individually, including sponsor, amount, project title, and start/end dates
* If applicable, indicate startup or capitalization funds available to the principal investigator and other faculty participants
1. **Current Curriculum Vitae** (two pages maximum/per CV)

Please provide for each faculty member listed on the cover sheet as an investigator

* CVs for external collaborators may be included if integral to the proposal
* If postdocs, graduate students, and/or undergraduates are included in the project as collaborators, please describe their qualifications

**Submission Instructions**

1. Compile all sections of the proposal with the exception of the budget and budget justification, and create one PDF document for upload to Google Forms
2. Name your PDF proposal file **<PIName>\_RGProposal\_<2023>.pdf**

Please note that your budget will be a separate document to upload to Google Forms according to the directions below.

**Budget and Budget Justification**

Use the interactive [Excel budget template](https://research.nd.edu/assets/478758/fy22_23_faculty_research_support_programs_initiation_grant_template.xlsx). For any questions, please review the[budget template directions](http://research.nd.edu/assets/479015/facultyresearchsupportprograms_budgettemplatedirections_01_2_.pdf).

* Fully itemize and justify equipment purchases necessary to the project
* Fully justify any proposed travel

Rename the file to **<PIName>\_RGBudget\_<2023>.xlsx**

**Upload both documents to** [**Google Forms**](https://docs.google.com/forms/d/1y9tD7Uq2agpPcPXNs_Xk_Pv3jgh_ZekdHD58S32vHgI/closedform)**–the project proposal and budget proposal– to complete your application.**