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Description automatically generated

**Archaeological Research Endowment Fund**

**Proposal Cover Sheet**

Full Proposal Deadline: January 19, 2023

Name:       Title:       Date: mm/dd/yyyy

Department:       College:       Mail Stop:

Project Title:

Your faculty appointment is 9-month  10-month  11-month  12-month

**Assurance of Compliance**

Does project involve human subjects? Yes  No

If Yes, IRB submission date **OR** approval date mm/dd/yyyy

Does project involve animals? Yes  No

If Yes, IACUC submission date **OR** approval date mm/dd/yyyy

Does project involve biohazards? Yes  No

If Yes, IBC submission date **OR** approval date mm/dd/yyyy

**Funds Requested**

$      Total: ($2,000 maximum)

**Endorsements**

|  |  |  |  |
| --- | --- | --- | --- |
| Applicant | Name Typed | Signature | Date |
|  |  | mm/dd/yyyy |
| Dept. Chair | Name Typed | Signature | Date |
|  |  | mm/dd/yyyy |

**Contents of Package:**

Cover Page Page 1

Abstract (250 words maximum, single spaced) Page 3

Project Description, 6 pp maximum, double spaced, including Pages 4-

1. A statement of the significance of the problem and its impact on the field of study
2. A statement describing the innovative aspects of the proposed studies
3. A section outlining the specific goals of the project and how they will be accomplished
4. A description of the studies to be completed, including preliminary results if any
5. Expected outcomes
6. Plans for seeking additional funding

**Required but not within 6-page limit:**

Cited Literature References (2 pages maximum, single spaced) Page

Budget and Budget Justification (2 pages maximum) Page

Biosketch (2 pages maximum – use provided template) Page

Final Reports for any URFO awards for the past five years Page

**Submit a complete PDF of the proposal containing all required elements by 11:59 pm on the deadline date via e-mail to** [**urfo@utoledo.edu**](mailto:urfo@utoledo.edu)**. Hard copy submission is not required; however, the Research Council reserves the right to request the hard copy proposal with original signatures. Please be sure to maintain the hard copy proposal with original signatures.**