

**Research Awards & Fellowships Program**

**Proposal Cover Sheet**

Full Proposal Deadline: January 19, 2023

PI Name:       Title:

Department:       College:       Mail Stop:

Co-I Name:       Title:

Department:       College:       Mail Stop:

Project Title:

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

Check the box below that best describes the field to which this proposal belongs.

 [ ]  Arts, Music, History, Humanities

 [ ]  Social Sciences, Social Services, Business, Economics, Education, Law

 [ ]  Natural Sciences, Mathematics, Engineering, Technology

**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 – consider using the** [**simple Excel sheet**](https://www.utoledo.edu/research/rsp/urfo/docs/URFO%20Budget%20template.xlsx)**!**

$       Fellowship (maximum six weeks salary + fringe benefits)

$       Other Personnel

$       Nonpersonnel Expenses

$       **Total (Not to exceed $20,000)**

**Endorsements**

|  |  |  |
| --- | --- | --- |
| PI Signature with rank |  | Date |
| mm/dd/yyyy |
| Co-I Signaturewith rank |  | Date |
| mm/dd/yyyy |
| PI  | Dept. Chair | Name Typed:       | Signature: | Date: mm/dd/yyyy |
| Dean | Name Typed:       | Signature: | Date: mm/dd/yyyy |
| Co-I | Dept. Chair | Name Typed:       | Signature: | Date: mm/dd/yyyy |
| Dean | Name Typed:       | Signature: | Date: mm/dd/yyyy |

**Contents of Package: [number all pages]**

Cover Page Pages 1-2

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

**NOTE:** No appendix material will be accepted

*Reviewers will not necessarily be experts on your topic, so you must write for a general, PhD-level audience.*

**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****. 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.**

Please list any start-up or other university funds:

Persons who should not be asked to review this proposal: