|  |
| --- |
| Undergraduate Research and Creative Opportunities Grant Proposal |
| Applicant Name: |   |
| Department: |  |
| Advisor Name:  |  |
| Proposal Title:  |   |
| Quarter and Year Submitted:  |   |

**OPEN THIS DOCUMENT IN THE WORD DESKTOP APP FOR BEST RESULTS, don’t forget to read the comments included in this document**

**You MUST save your proposal as a PDF *before* attaching it to your application eSign form**

**Project Narrative Type Project Narrative using the following subheadings “ introduction, background, proposed work, plan of action, dissemination” here (2 pages max. Including header box)**

**Introduction**

**Background**

**Proposed Work**

**Plan of Action**

**Dissemination**

**Bibliography**

**Type Bibliography here (1 page max.)**

**Insert Budget (and other funding) information in the table below (you can add more lines if necessary but do not change the format)**

|  |
| --- |
| **Project Budget** |
| **Budget Item Description***Provide an itemized list of expenses that will be paid for using grant funding. Include the cost, supplier, and catalogue number (when available) of each item.* | **Cost of Item** | **Quantity** | **Requested Dollar Amount (from RSP)**  | **Justification***Explain how each requested item will be used to complete your project. Any request for travel must directly support research or dissemination efforts.*   |
| Supplies & Materials |  |  |   |   |
|  |  |  |   |  |
|   |  |  |   |   |
|   |  |  |   |   |
| Travel  |  |  |   |   |
|   | [for car travel: insert current mileage rate, see [FAQ page](https://rsp.wwu.edu/undergraduate-and-graduate-frequently-asked-questions) for more information] | [total number of miles] |   |   |
|   |  |  |   |   |
| Other  |  |  |   |   |
|   |  |  |   |   |
|  |  |  |  |  |
|  |  |  |  |  |
| **Total requested from RSP**  |  |  |   |  *Requested amount must not exceed $750\**  |
| \*If project exceeds $750 provide information about other funding sources. |

|  |
| --- |
| **Information about Other Funding Sources** |
| **Item/service** | **Cost of Item** | **Quantity** | **Dollar amount awarded (or requested) from other funding source** | **Name of other funding source** | **Funding confirmed? (Y/N)** | **Can you complete the project without this funding?** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **Total from other sources** |  |  |  |  |