|  |  |
| --- | --- |
| **RSP Pilot Project Grant Proposal** | |
| Applicant Name: |  |
| Do you have collaborators for this proposal? (Y/N) |  |
| Additional Applicant Name: |  |
| Department: |  |
| Proposal Title: |  |
| What cycle are you applying for? (quarter and year) |  |

**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**

**Proposal Narrative**

**Type Proposal Narrative here (not to exceed 2 pages, Including header box)**

Providing a description of the project using the following headings significance, and the expected results or outcomes. Describe the data you expect to obtain and the funding agency (and their program, if applicable) you intend to submit resulting proposals to.

**Significance**

**Expected Results/Outcomes**

**Future Submissions**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Project Budget** | | | | | |
| **Budget Item Description**  *Provide an itemized list of expenses that will be paid for using grant funding. Include the cost, supplier…* | **Cost of Item** | **Requested Dollar Amount (from RSP)** | **Justification**  *Explain how each requested item will be used to complete your project.* | | |
| Supplies & Materials | | | | | |
|  |  |  |  | | |
|  |  |  |  | | |
| Travel | | | | | |
|  | Traveling by car? See the [Business Services website](https://business-services.wwu.edu/travel-services/travel-updates) for current mileage rate. |  |  | | |
|  |  |  |  | | |
| Other | | | | | |
|  |  |  |  | | |
|  |  |  |  | | |
| **Total requested from RSP** |  |  | *Requested amount must not exceed $5,000\** | | |
| *\*If the project exceeds $5,000 provide additional information about your other funding sources below.* | | | | | |
| **Information about Other Funding Sources** | | | | | |
| **Item/service** | **Cost of Item** | **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** |  |  |  | | |

**Applicant CV**

**Add your CV here (not to exceed 2 pages), If appropriate add your collaborator’s CV here (not to exceed 2 pages)**