**Interdisciplinary Working Groups Grant**

**Proposal Checklist**

* **Proposals are due by 5:00 PM on Monday, December 18, 2017**.
* Electronic submissions are required and should be sent to grants@global.rutgers.edu.
* Save your file as Name\_Working Groups (i.e. JohnSmith\_WorkingGroups).

**Please include the checklist below with your proposal.**

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| **Proposal Requirements (please assemble proposal in the following order):** |
|  | Completed and fully-signed proposal cover sheet, including a summary/abstract of the proposed research. *NTT faculty will also need to provide a letter from their Dean, Chair, or Director stating support for the proposal, and it is expected that the applicant is in a position which will be renewed for the duration of the grant period (2017-2019).*  |
|  | Brief description of the research/program. The proposal should not be longer than three pages in length. The project description must include: 1. a list of proposed activities;
2. a project timetable;
3. a brief description of potential outcomes (i.e., publications, external sources of funding that will be sought upon completion of the pilot project including funding agency and specific programs, if available, conferences planned, and other outcomes).
 |
|  | If there are more than five (5) members of the working group, please provide a list of all participants from Rutgers and their affiliations. |
|  | Detailed budget including applicable account numbers (see Excel budget sheet on website). Please see budget guidelines for details regarding expenditures that may or may not be charged to the grant. |
|  | Detailed budget narrative.  |

**Faculty and Graduate Students Interdisciplinary Working Groups**

**Proposal Cover Sheet**

Proposal Title:

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Project Director:

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| --- | --- |
| Name: |  |
| Title: |  |
| Tenure Status: | * Tenured
* Tenure-Track
* Non Tenure (additional documentation needed, see checklist)
 |
| Dept./Unit |  |
| School |  |
| Campus |  |
| Email: |  |
| Phone: |  |
| Campus Mailing Address: |  |
| Signature: |  |

Project Participants:

|  |  |
| --- | --- |
| Name: |  |
| Affiliation: |  |
| Signature: |  |

|  |  |
| --- | --- |
| Name: |  |
| Affiliation: |  |
| Signature: |  |

|  |  |
| --- | --- |
| Name: |  |
| Affiliation: |  |
| Signature: |  |

|  |  |
| --- | --- |
| Name: |  |
| Affiliation: |  |
| Signature: |  |

Total Project Request:

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Please attach a detailed and concise description of the proposed activities (3 pages maximum) as well as a detailed budget and budget narrative.

In addition, include below a summary/abstract (150 words maximum) of the proposed project/program in non-technical language accessible to a colleague from any other field of study, making it clear why this research/project is important.

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