

## 1804 Fund Proposal Checklist

Applicants must complete and sign the checklist. The checklist should be included as the second page of the application (following the cover page)

- |                                                                                                                      |                                                                                                                |
|----------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Cover page, including all appropriate signatures                                            | use 1804 form                                                                                                  |
| <input type="checkbox"/> Checklist                                                                                   | use 1804 form                                                                                                  |
| <input type="checkbox"/> Abstract                                                                                    | 100-word maximum                                                                                               |
| <input type="checkbox"/> Proposal narrative                                                                          | For either UG or Research/G proposal:<br>5 single-spaced pages. For Joint<br>proposals: 12 pages single-spaced |
| <input type="checkbox"/> Budget and Justification                                                                    | No limit specified                                                                                             |
| <input type="checkbox"/> Required appendices (1804 funding history,<br>commitment letters, Biographical<br>sketches) | No limit specified                                                                                             |
| <input type="checkbox"/> Additional appendices (if applicable)                                                       | No limit specified                                                                                             |
| <input type="checkbox"/> Electronic copy of proposal                                                                 | Single Acrobat file, containing entire<br>proposal and required signatures                                     |

**\*\*Please note: The committee has the right to return without review any proposals that do not conform to these format requirements.\*\***

Applicant signature: \_\_\_\_\_