



# Faculty Research Grant Proposal Instructions

## PROPOSAL FORMATTING

- 10-12 pt. Times New Roman or similar font
- 1-inch margins on all sides
- Single spacing
- Numbered pages
- Submit as PDF or MS Word file to: [wsgc@uwyo.edu](mailto:wsgc@uwyo.edu)

## PROPOSAL SECTIONS

1. **Title Page** (1 page) – proposal title, name, and department.
2. **Abstract** (1 page, 300 words or less) – the Abstract should give a brief description of the research project, including goals and relevance of work written in *non-technical language for a general audience*.
3. **Project Narrative** (3 pages) – *Write for a non-technical, general audience*. The page limit is not to exceed 3 pages, which includes *figures, tables, and references*. Please include the following section headers:
  - I. **Description of Proposed Project**
  - II. **Relationship to NASA Mission Directorate Goals**
  - III. **Products** – Anticipated publications, presentations, or future proposals that will result from this project.
  - IV. **Timeline** – Include the anticipated start date, dates for major milestones, and expected completion date.
  - V. **References**
4. **Budget** (2 pages) – *A maximum of \$30,000* will be awarded for a Faculty Research Grant. Funding can be used for summer salary (including benefits), supplies, wages for students, post-docs, or research scientists, or other expenses including domestic travel. Expenditures that cannot be supported include page charges, tuition to attend special institutes or off-campus programs, and international travel, and purchase of equipment over \$5,000. Please include both a Budget Summary and Narrative.
5. **Description of Current and Pending Funding** (1 page) – Please describe any current or pending funding that you have for this project or other projects. Please describe any previous awards received from NASA EPSCoR or Wyoming NASA Space Grant with results of previous funding. If you do not have any current or pending funding sources or have not received NASA EPSCoR or Space Grant funding before, this section may be omitted.
6. **Faculty Member Bio/Vita** (2 pages)