**Eberly Collaborative Seed Grant Proposal Template**

**Proposal abstract (no more than 300 words)**

1. Describe the big-picture scope or impact of the project.

**Proposal narrative** **(no more than 3 pages)**

1. Need.
2. Proposed activities.
3. Expected outcomes (their relevance to the goals of the program and the proponent’s research and where appropriate, proposers should include a summary of outcomes from previous similar funding).

**Itemized budget (no more than 1 page)**

1. Detail expected use of funds requested.

**Funding landscape (no more than 1 page)**

1. Describe landscape for this type of research.
2. Please include potential sources of external funding and a timeline for submission and anticipated dollar amounts.

**Supporting documentation**

1. Letter or email of approval from school, department or program head and other items deemed necessary to make the case for funding.
2. If a cross-college collaboration, a letter from the department chair of the external researcher describing the in-kind or monetary contribution to the project.