

EXAMPLE

Proposal for Research Projects Using Brentwood Foundation Funds

1. Date submitted: 8/11/2011
2. Date of presentation or proposed initiation of research:
10/5/2011
3. Name and title of contact person: Dr. DoGood
4. Title of Research Project: Evaluating new exam procedure
5. Names and titles of Team Members, if applicable: Dr. DoGood, PGY 3, Dr. Smith, PGY2

Required→**Program Director’s Signature** _____

Required→**Requestor’s Signature** _____

Budget (use template below)

Budget Template

Budget Category				
Personnel (include names, roles, stipend)	Education Dev. Fund Request	Department Match	Other Funding	Notes/Comments
Materials, Equipment				
Research x-ray – not standard of care- 10 patients x \$125/each	\$1250	0	0	
Totals	\$1250			

Brief explanation of budget items:

Personnel: (who is needed and why):

Dr. DoGood and Dr. Smith would like to work together at no cost to compare a new exam procedure that includes an extra x-ray that will not be standard of care and cannot be billed to insurance. Further explanation of procedure and study protocol is included in the Description of Project section.

Materials, Equipment, Supplies:

None

*Please note that for any leased or purchased equipment there must be a bid process.

Project Content includes: (not to exceed 5 pages, 12-point font, double spaced)

Description of project:

- Scope of activity
- Outline of project stages
- Deliverables
- Timetable for project
- Goals to be realized upon completion
- Method of evaluation and who will conduct the evaluation

Technical documents to include if applicable: CV of Principal Investigator – 2 page biographical summary; additional resumes if needed; any scientific abstracts that are relevant.