

**Proposal for Research Projects Using Brentwood Foundation Funds**

1. Date submitted: \_\_\_\_\_
  2. Date of presentation or proposed initiation of research: \_\_\_\_\_
  3. Name and title of contact person: \_\_\_\_\_
  4. Title of Research Project: \_\_\_\_\_
  5. Names and titles of Team Members, if applicable: \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Program Director's Signature \_\_\_\_\_

Requestor's Signature \_\_\_\_\_

Budget (use template below)

**Budget Template**

Budget Category				
<b>Personnel</b> (include names, roles, stipend)	Education Dev. Fund Request	Department Match	Other Funding	Notes/Comments
<b>Materials, Equipment</b>				
<b>Totals</b>				

Brief explanation of budget items:  
 Personnel: (who is needed and why):

Materials, Equipment, Supplies:

\*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.