**PROJECT TITLE:**

**PROJECT TAGLINE/CAPTION** (160 characters):

**IMAGE:**

Primary Contact:

Primary Contact Email:

Primary Contact Department:

Name of Group/Organization:

**PROJECT DETAILS**

Provide a description of the project.

**Timeline:** If the project will take place at a specific time and place, please give details. Is it a one-time event or a series?

**Audience:** Who is your target audience? (*e.g.* program-specific, interdisciplinary, or university-wide? Will undergraduates, faculty, staff, or postdocs be involved? Any off campus participants?)

How many people do you anticipate will participate?

**Marketing Plan:** How do you plan to publicize the project?

**ADVANCEMENT**

What are the goals of the project?

Briefly explain the need for the project and how it will promote excellence in scholarship, training, and/or development?

If this is an existing project/event or a similar one exists, describe how the project/event is being expanded or enhanced.

If your proposal is for a pilot project, suggest how it might develop over a three-year period.

Describe how you will measure the success and impact of this project. Please, provide quantitative targets, if possible.

**BUDGET**

***Itemized Budget***

Please, provide an itemized budget. List each item, a description, and the anticipated cost.

|  |  |  |
| --- | --- | --- |
| Item | Description | Cost |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| Total Expenses | | $ |

**Specific amount requested from GradStarter: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***Funds from other sources***

Please, provide any information on funds from other sources that you have secured or potential funds that you plan to apply for.

|  |  |  |
| --- | --- | --- |
| Source | Status | Cost |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| Total Amount | | $ |

If the project/event has been offered in the past, how was it supported?