

How to Submit Proposals: Please submit your proposal electronically as a single bundled PDF file [using the application portal](#). Applications will be reviewed on a rolling basis.

Formatting requirements: minimum 11pt font (Arial or Times New Roman); single spaced; 0.5” margins. You can delete all template instructions prior to submitting but be sure to leave subheadings in place.

APPLICATION TEMPLATE

Project Title:

Principal Investigator:

Faculty Mentor (if applicable):

RESEARCH PLAN:

(5 pages maximum. Research plans that exceed the 5-page limit or do not adhere to formatting requirements will not be considered. You can delete all template instructions prior to submitting but be sure to leave subheadings in place. Include the following sections only:)

Background/Significance *[Why does this matter? What is the impact of the work?]*

Purpose/Specific Aims *[What will you do, briefly?]*

Innovation *[How is this study novel? How does the work fill a gap?]*

Approach *[How will you accomplish the aims?]*

Sample/Recruitment

Data Collection

Data Analysis

Anticipated challenges & how they will be addressed

Describe how this project advances the science of Compassionate Care Research – *see Compassionate Care Vision Statement in the Application Announcement

Describe how this project will advance your research trajectory and scholarship.

Human Participant Considerations

(Briefly discuss if you have submitted a protocol and other IRB considerations such as consent, participant incentives, and anticipated risks and benefits. This can be brief, ½ page maximum)

References / Works Cited *(not included in the 5-page limit)*

Plans for External Follow-on Funding – For Faculty and Post-Doc Applicants ONLY

(1/2 page maximum. Please describe the specific external funding mechanism and call(s) you anticipate applying for and how this proposal supports identified funding opportunities.)

Study Timeline & Key Milestones

Anticipated Start Date:

Anticipated End Date:

Key Milestones & Target Completion Date:

(Example: Milestone 1 – Survey design complete – April 2025)

- 1.
- 2.

Budget & Budget Justification

Budget (feel free to add additional lines as needed):

Expense	USD Amount Requested	Justification
TOTAL FUNDS REQUESTED (up to \$15,000)		

OTHER REQUIRED COMPONENTS THAT MUST BE INCLUDED IN THE SINGLE BUNDLED PDF FILE:

NIH Biosketch – [[use NIH approved template – non-fellowship biosketch](#)]

Letter of Support from your faculty mentor (if applicable)