*Federal Appropriations Proposal*

*The details below should be included in your application. Applications must use Arial 11-point font with 1-inch margins and single line spacing. The components listed below are required. Combine all documents into a single PDF file to upload within the InfoReady application portal. Please delete instructional information in italics before submitting.*

**Federal Appropriations Request Cover Page**

Principle Investigator name and title:

School/Department:  
Email:

Co-Investigator(s) name and title:

School/Department:  
Email:

Project Title:

Proposed Project Period:

Amount Requested:

**Appropriation Request Application**

Primary Application Section: *This section should be no longer than two pages, single-spaced using 11-point font and 1” margins. The following components are required, and the suggested word limits are provided in parentheses.*

* *Title*
* *Single sentence request*
* *Summary of the project: This serves as a lay abstract that connects the specific request for funding to the significance of the problem and the current capabilities of your team to solve the problem (200 words or less)*
* *Appropriation target (agency/bill/account): this can be left blank if you are not familiar with the appropriation process, but you are welcome to provide suggestions based on your knowledge*
* *Background: Current work in this space connected to the broader significance or background of the project (250 words or less)*
* *Project Description: Description of the work to be conducted if funded, which can include links to external sources of information that support the request such as websites highlighting current work in this space (250 words or less)*
* *Purdue expertise: Why Purdue is uniquely equipped to do this*
* *National benefit: A brief description of how the proposed work will help address national needs and priorities (150 words or less)*
* *State benefit: A brief description of how the proposed work will help address state needs and priorities (150 words or less)*
* *Year one agenda: A description of what will be accomplished within the first year of research (250 words or less)*

**Supplemental Material Section:** *This section should include material to demonstrate history in the proposed research space and the team’s capabilities. This document should be no longer than two pages. Examples of content to provide include the following:*

* *Description of team’s funding record in the space proposed with an emphasis on federal funding*
* *Description of team’s agency contacts that can be potential avenues for connection during the appropriation process*
* *Description of the current Purdue infrastructure and history that supports the proposed activities and will enable the project to be successful*
* *Description of partnerships outside of Purdue that support this work, including other universities, industry partners, and nonprofits*
* *Any other relevant information that may help the proposal be successful*

Budget Section: *Please provide a rough order of magnitude budget that addresses the funding needed for the overall project, whether it is a one-time or multi-year appropriation request. For multi-year requests, include proposed future year’s budgets and planned scope. The budget should be submitted within the template provided and should also include a brief budget justification. This section has no page limit.*