# UROP Faculty Grant Proposal Worksheet
## Team Project Grants

We hope this document is helpful in preparing your proposal and recommend reading the **UROP Faculty Grants Guide** on our website for important information about eligibility, compliance and other details.  You might also find our **Compliance Worksheet** helpful.

**Note that UROP only accepts proposals submitted through our online application system.**

## Proposal Parts

1. **Context and Objectives**

2. **Methodology and Strategy**

3. **Mentoring Role**

4. **Timeline**

5. **Budget**

6. **Student Recruitment**

   **Prompts Only**

## Goals and Advice

Team Project Grants are intended to create compelling opportunities for students to step into exciting projects, develop skills, make connections and inspire inquiry. Because these grants do not require applicants to select team members before applying, these prompts ask you to:

- Outline accessible projects
- Highlight intended learning outcomes
- Provide a statement to promote the opportunity

**We encourage applicants to consult UROP's Mentoring Guide before applying.**

## Review Criteria

UROP Team Project Grants are scored based on the value of the proposed student learning experiences and the potential to advance inclusive excellence.  Reviewers are asked to

| | |
|---|---|
| Rate the overall quality of the proposal based on the value of the learning experiences provided. | Rate the overall quality of the proposal based on the potential to broaden participation in the field of study for all students. |

Learn more at colorado.edu/urop.

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## 1. Context and Objectives

UROP reviewers are experienced researchers and creative practitioners but may not be familiar with the specific terminology in your field.  Please avoid jargon and be sure to guide readers into the context of the project.  Make your objectives clear and check that your goals are reflected in your timeline.

| Prompt |
| --- |
| 200 WORD MAXIMUM<br><br>**Situate your project within other work in the field by providing a summary of the work done and discuss the theoretical traditions influencing your project.  State the specific objectives/purpose of your project. Explain the project's relevance and who stands to benefit.  Note what is original about your project and what contribution it makes to the field.**<br><br>CREATIVE/PERFORMANCE PROJECTS<br><br>Tell us the objectives, points of curiosity from which you're starting, hypothesis or question you're exploring and the guiding principles of the work.  Discuss what theoretical, aesthetic, and/or creative traditions influence your project. Include what contributions you're making to the field.  Discuss where and when the final project will be exhibited, displayed or performed. Include your own creative/performance history. |

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## 2. Methodology and Strategy

Though Team Grants can be designed for advanced students with prior experience and training, UROP welcomes proposals that provide entry points for students.  Please be clear about your expectations and consider including details about the training you will offer.

| Prompt |
| --- |
| 150 WORD MAXIMUM<br><br>**Explain the method(s) and/or strategy used in this project, including a justification for your approach.  Also justify off-site work and/or international travel if your project requires it.  Note any experience, training and/or coursework required for students.** |

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## 3. Mentoring Role

UROP strongly encourages all applicants to read our online [Mentoring Guide](#) before preparing a proposal—and to connect with us to share additional resources.

| Prompt |
| --- |
| 350 WORD MAXIMUM<br><br>**Explain your role and, if applicable, that of the additional supervisor in the mentoring of students in this project.  What learning outcomes should they expect? Will they have the opportunity to co-author or present this work? Note previous experience mentoring undergraduate researchers and summarize your mentoring approach/philosophy.** |

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### 4. Timeline

Please be attentive to the grant term of your proposal when putting together your timeline. If you plan to submit more than one proposal and/or are proposing continuing work, be clear how your objectives align to the grant term.

| Prompt |
| --- |
| NO WORD MAXIMUM<br><br>**Explain your project timeline (when activities will happen) from the start of the grant term to which you are applying, noting major phases to the end of the grant term.** |

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## 5. Budget

Check out UROP's [Faculty Grant Payment](#) page for details about managing Team Grant funding and connect with us as you have questions.

| Prompts |
| --- |
| 1.  Itemize your expenses. |
| 2.  Provide a speedtype for the fund transfer. |
| 3.  Identify the Account Manager responsible for the speedtype indicated. |
| 4.  Note other potential funding sources. |
| 5.  Include additional information as needed. |

## 6. Student Recruitment

Check out "[Building Teams](#)" in UROP's Mentoring guide for advice and resources about the recruitment and selection of students.  You can also see samples from previous projects promoted as [Open Opportunities](#) on the website.

| Prompts |
| --- |
| **How many students do you anticipate supporting with this grant?**<br><br>50 WORD MAXIMUM<br><br>**Explain how you will work to make excellence inclusive in the recruitment and selection of undergraduate team members.**<br><br>OPTIONAL: 150 WORD MAXIMUM<br><br>**Provide a brief statement promoting your Team Grant as a potential opportunity for undergraduates.** |

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## Prompts Only

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| 200 WORD MAXIMUM<br><br>**Situate your project within other work in the field by providing a summary of the work done and discuss the theoretical traditions influencing your project. State the specific objectives/purpose of your project. Explain the project's relevance and who stands to benefit. Note what is original about your project and what contribution it makes to the field.**<br><br>CREATIVE/PERFORMANCE PROJECTS<br><br>Tell us the objectives, points of curiosity from which you're starting, hypothesis or question you're exploring and the guiding principles of the work. Discuss what theoretical, aesthetic, and/or creative traditions influence your project. Include what contributions you're making to the field. Discuss where and when the final project will be exhibited, displayed or performed. Include your own creative/performance history. |
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| 1. **Itemize your expenses.**<br><br>2. **Provide a speedtype for the fund transfer.**<br><br>3. **Identify the Account Manager responsible for the speedtype indicated.**<br><br>4. **Note other potential funding sources.**<br><br>5. **Include additional information as needed.** |
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