

OFFICE OF RESEARCH STAFF

Stan Faeth

Associate Dean
for Research
336.334.4758
shfaeth@uncg.edu

Tiffany Wright

Pre-Award
Grant Administrator
336.334.4757
tnwrigh2@uncg.edu

Ann Ashby

Grant Administrator
336.334.9862
acashby@uncg.edu

College of Arts & Sciences Office of Research

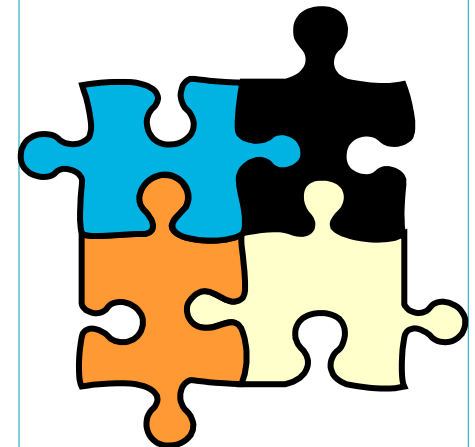
100 Foust Building
PO Box 26170
Greensboro, NC 27402-6170

Phone: 336.334.4757
Fax: 336.334.4260
www.uncg.edu/aas/casresearch

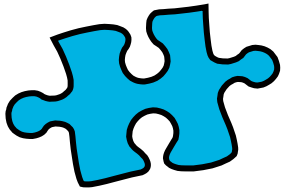


**College of
Arts & Sciences**

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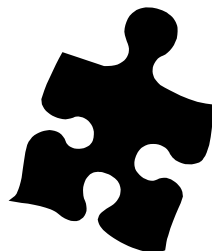
**Proposal
Preparation
Program**



Is your proposal almost ready to go but you need some additional pieces in place to complete it?

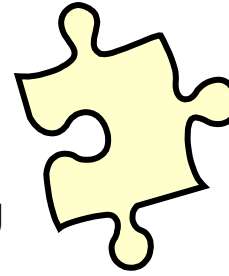
To facilitate the timely completion of proposals for external funding, we may be able to offer up to \$3000 for a range of activities such as funds to finish pilot work, support for student help, a piece of equipment, travel to archives or other facilities, or a consultant to evaluate the proposal, manuscript, data analysis, etc.

The decision to offer these funds will be based on the quality of the request as well as the relation of the amount requested to the size of the external award being sought.



You may apply for support by providing the following information:

- Your name, your title, and your department
- Name of project
- If this is a resubmission, please describe how you are revising the proposal, 1 page
- 1/2-1 page summary (Standard 1" margins, 11 size font)
- A link to RFP to which you are responding — must be specific
- Please confirm that you are eligible for funding and attach appropriate funding guidelines
- Due date for submission
- Estimated amount and number of years of funding being requested
- Description of support needed and a statement of how this support will increase likelihood of funding, 1 page
- Concise timeline for proposal completion, 1 page



Submission Guidelines:

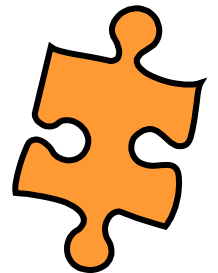
Applications are accepted on an on-going basis.

Please be sure to submit your application no later than 6 months prior to your grant proposal deadline.

Requests will be evaluated on a rolling basis.

Failure to submit the proposal will result in denial of future support.

Please submit your application to:



Stan Faeth
Associate Dean for Research
CAS Office of Research
shfaeth@uncg.edu
336.334.4758