\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_STUDENT SIGNATURE(S) HERE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

STUDENT FIRST & LAST NAME(S), STUDENT EMAIL ADDRESS(ES), STUDENT DEPARTMENT(S)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_FACULTY SIGNATURE(S) HERE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dr. FACULTY FIRST &LAST NAME(S), FACULTY EMAIL ADDRESS(ES), FACULTY DEPARTMENT(S)

**Executive Summary**

A brief discussion of the proposed work. Please remember that the audience is composed of faculty reviewers from the Rose-Hulman community, and that they will *not* be specialists in your particular area, although they are very smart people.

Words, words, words, words, words. Words, words, words, words, words. Words, words, words, words, words. Words, words, words, words, words. Words, words, words, words, words. Words, words, words, words, words. Words, words, words, words, words. Words, words, words, words, words. Words, words, words, words, words. Words, words, words, words, words. Words, words, words, words, words.

**Project Overview**

We are requesting IP/ROP project funding during (Fall)/ (Winter)/ (Spring)/ (Fall&Winter)/ (Winter&Spring)/ (Fall, Winter, & Spring)[[1]](#footnote-1)

We are requesting $XXX.

The student will be doing this project for (work-study pay)/(academic credit: indicate course number[[2]](#footnote-2)).

The work does require lab space, and we have arranged for space in \_\_\_\_\_\_\_\_\_\_\_\_\_.   
*OR*This work does not require any lab space.

**Detailed Project Description**

We would like to start off here with a paragraph or so on the significance of the project. We are interested in two kinds of impact: the impact of the project on the student and the impact of the results of the project itself within the RHIT and wider academic communities. Please remember to put the project in context for the reviewers.

Now you can give us some more details on the project and what needs to be done. References [1] should be used as appropriate for a technical proposal. You may use any standard format for your references [2]. The references do not count towards the two page limit for your proposal.

Also, provide a timeline that contains actionable items and the date/week for completion.

Don’t forget to help us understand why you need the equipment, supplies, or consumables you are requesting. Also, make sure to explain/demonstrate that you have checked that the equipment you are seeking isn’t available from other Rose sources, e.g. you checked that no other department has that load cell for you to borrow.

Words, words, words, words, words. Words, words, words, words, words. Words, words, words, words, words. Words, words, words, words, words. Words, words, words, words, words. Words, words, words, words, words. Words, words, words, words, words. Words, words, words, words, words. Words, words, words, words, words. Words, words, words, words, words. Words, words, words, words, words. Words, words, words, words, words. Words, words, words, words, words. Words, words, words, words, words. Words, words, words, words, words. Words, words, words, words, words. Words, words, words, words, words. Words, words, words, words, words. Words, words, words, words, words. Words, words, words, words, words. Words, words, words, words, words. Words, words, words, words, words.

**Budget**

We would like to have you list (as far as possible) what you need and how much you estimate it will cost. There are two categories because of the nature of our funding: Equipment and Supplies/Consumables. Equipment is stuff that will remain after the project is over. Someone else might be able to use it if you aren’t using it. A load cell would go in this category. Supplies and Consumables are things that will either get used up or won’t be any use to people after the end of the project. Strain gages or gelatin might fall into this category.

**Equipment**

A piece of equipment [3] $250

**Supplies/Consumables**

Stuff [4] $30

More Stuff [5] $60

**Total Request $340**

**Academic References**

This section does not count toward the page limit.

[1]M. Heyman and K. Popovic, *A Sample Reference,* Journal of Something, 33 (2020), pp. 1-10.

[2]K. Popovic and M. Heyman, *Another Sample Reference—Applications and Examples,* Journal of Something, 34 (2019), pp. 10-15.

**Budgetary References/Links**

This section does not count toward the page limit.

[3] You may provide hyperlinks to prices of requested items as reference. We understand that this is an estimation.

[4] Another link

[5] Yet another link or set of links!

**COVID-19 Feasibility & Adaptability Statement**

This section does not count toward the page limit.

Please provide details to help us understand that this project will accommodate all guidelines set out by the Rose Ready guidelines (<https://www.rose-hulman.edu/about-us/community-and-public-services/health/rose-ready.pdf>). Also, if this project requires face-to-face mentoring and/or lab space, how will it be adapted to an online setting if the need occurs?

1. You may request support for one quarter, two quarters, or three quarters. If you request support for just one quarter and you run out of time you can get a no-cost renewal relatively easily at the end of the first quarter. This must be formally requested, via email, to the IP/ROP directors with your faculty mentor CC’d. [↑](#footnote-ref-1)
2. The course number should be from the faculty mentor’s department and should be one of the following:

   AB492, BE492, CE490, CHE499, CHEM290, CSSE492, CSSE493,EMGT598, ECE498, GS/IA/SV499,MA495, ME497, PH290/PH490, OE290/OE490/EP290/EP490 [↑](#footnote-ref-2)