

Chen Institute Research Grant Proposal FY2024

Application Deadline: **February 12, 2024**

Proposal Check List

1) **Application Form, this is a downloadable, fillable PDF document.**

Please provide the following information in the dedicated fields on the form:

- a) RFP applying for
- b) Lead PI name and Division
- c) Co-PI name(s) and Division(s), if applicable
- d) Proposal Title
- e) Project Summary, 3 - 4 sentences.
- f) Proposal questions, answer in 2 - 3 sentences.
 - How is it innovative and different from "business-as-usual" science in your lab?
 - How does it engage other members from the Caltech community?
 - What is a successful outcome, and what would it allow you to do that is currently not possible?
 - To your knowledge, is anything similar being done by colleagues at other universities? If so, by who and where and how does it differ from what you propose?

2) **Additional Documents: to be attached separately from the application form.**

- a) **What do you propose to do?** Description of your project, 500 words max, 12-point font. One page of figures with legends, 4 figures max (use 10 or 11-point font for figure legends, these are not counted in the 500 word limit) and list of references (no page limit).
- b) **Simple budget** (no page limit): Outline how you propose to use the funds, each with a short (1 - 2 sentence) justification.
Budget may include:
 - personnel (graduate RA, postdoc, SURF or other undergraduate)
 - equipment, equipment usage (e.g. fMRI hourly fees)
 - reasonable consumable supplies
 - travel for dissemination of research findings
 - Budget may NOT include: faculty salary
- c) **Document listing other support** (no page limit): title of grant, amount of money, and brief one sentence description.
- d) **Signed Division Approval Form (DAF).** Please note that if you are submitting a proposal with collaboration between labs in different divisions then the DAF must be signed by all Division Chairs.

Submission

- Email your completed application form, project description, budget, list of support, and DAF as a single PDF file to: 2024_Re.2zr9bcb7q06mcllv@u.box.com
- Name your attached PDF file as follows: Last Name_2024
- Your proposal will be uploaded to Box and you will receive a confirmation email from Box within a few hours of submission. If you do not receive a confirmation email after 24 hours, please contact us directly at Chen.Inst@caltech.edu

If you have any questions about the form or the submission process, please contact Chen.Inst@caltech.edu

Application Form

*** Indicates a required field**

RFP applying for (select from drop down menu below)*

Lead Principal Investigator Name*

Lead Principal Investigator Primary Division (select from the drop down menu below)*

Lead Principal Investigator Secondary Division, if applicable (select from the drop down menu below)

Co-Investigator Name, if applicable.

Co-Investigator Primary Division (select from drop down menu below)

Co-Investigator Secondary Division, if applicable (select from the drop down menu below)

If your application has additional Co-Investigator(s), please list full name(s) and division(s) here.

Proposal Title *

Provide a summary of your research project. 3 - 4 sentences, using the space provided *

**How is it innovative and different from "business-as-usual" science in your lab?
Answer in 2 - 3 sentences using the space provided. ***

How does it engage other members from the Caltech community? Answer in 2 - 3 sentences using the space provided. *

What is a successful outcome, and what would it allow you to do that is currently not possible? Answer in 2 - 3 sentences using the space provided. *

To your knowledge, is anything similar being done by colleagues at other universities? If so, by who and where and how does it differ from what you propose. Answer in 2 - 3 sentences using the space provided. *