Chen Institute Research Grant Proposal FY2026

Application Deadline: **February 17, 2026**

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, 2 - 3 sentences.
   f) Proposal questions, answer each in 3 - 4 sentences.
      - How is it innovative and different from "business-as-usual" science in your lab?
      - What important and fundamental problem in neuroscience does the proposal address? Be as specific as possible while communicating the fundamental nature of the question.
      - How does it engage other members from the Caltech community?
      - Do you anticipate being able to apply for federal funding based on the results of this proposal? If so, please provide an approximate timeline and strategy for this process.
      - To your knowledge, is anything similar being done by colleagues at other universities? If so, by whom 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: 2026_Re.486v456tl6762huu@u.box.com
- Name your attached PDF file as follows: Last Name_2026
- Your proposal will be uploaded to Box and you will receive a confirmation email from Box within a few minutes of submission. If you do not receive a confirmation email, 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

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)

Co-Investigator Name, if applicable.

Co-Investigator Primary Division (select from 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. 2 - 3 sentences, using the space provided.

How is it innovative and different from "business-as-usual" science in your lab?

What important and fundamental problem in neuroscience does the proposal address? Be as specific as possible while communicating the fundamental nature of the question.

How does it engage other members from the Caltech community?

Do you anticipate being able to apply for federal funding based on the results from this proposal? If so, please provide an approximate timeline and strategy for this process.

To your knowledge, is anything similar being done by colleagues at other universities? If so, by whom and where and how does it differ from what you proposal.