

# UMCE Project Proposal Form

Date submitted: \_\_\_\_\_

Principal Investigator: \_\_\_\_\_

County/State Extension Unit: \_\_\_\_\_

Project Title: \_\_\_\_\_

Proposed project duration: Start Date \_\_\_\_\_ End Date \_\_\_\_\_

Please briefly summarize the following information about your proposed project:  
(Please feel free to attach concept paper instead if the following information is included  
in the concept paper)

- How have you determined this project is needed?
  
  
  
  
  
  
  
- What geographic area and population will be served?
  
  
  
  
  
  
  
- What are your goals and objectives?
  
  
  
  
  
  
  
- What is your project plan?
  
  
  
  
  
  
  
- What are your anticipated outcomes/impacts?
  
  
  
  
  
  
  
- Who are your project partners and why?

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**Type of Proposal:** \_\_\_\_\_ Planning grant (ramp-up project planning)  
 (please check \_\_\_\_\_ Seed money (starting new project)  
 all appropriate) \_\_\_\_\_ Program enhancement (building on existing program)  
 \_\_\_\_\_ Operating grant (funds to sustain an existing program)  
 \_\_\_\_\_ Capital Expenditures (equipment, buildings, etc.)

**Funder Principle Investigator is planning to solicit:**

<b>Proposed Funder Information</b>
Name of Funder
Funder City/State
Deadline
Your Planned \$ Request
UMCE \$ Committed
Other Sources of Funding
Project Partners
Current or Pre-Existing Relationship with Grantor (if any)

*Please note:* Although it is a good idea to consider multiple funders, it is not recommended to solicit two funders for the same project request without sharing that you are doing so. One way to split your expenses and work with multiple funders is to ask different funders to each fund a phase or specific part of your overall project. Please attach additional forms for other funders you are considering.

Additional Comments:

Please send this form to your Supervisor, your Program Administrator, the Resource Development Officer and the Financial Administrator.

An electronic version of this document is available online and has direct email links to the above UMCE Staff. Thank you.