

## Research Projects for Possible Funding

Often OVPR receives requests from various sectors for projects that may fit into various types of funding opportunities. This form is for OVPR informational purposes to identify projects that may be appropriate for unanticipated funding opportunities with quick response times. No funding requests would be submitted to sponsors or other offices without prior consultation with the identified POC.

All narrative sections must be in plain English (i.e., avoid technical jargon and excessive use of acronyms). This information, in part or in whole, could be made public.

**Cover Sheet:** (1 page; provide information in this order)

1. Project Title (shorter is generally better – think headline, not detailed description)
2. Date submitted to OVPR
3. Department/Center/Unit
4. Chair/Director name and contact information
5. Primary point-of-contact (POC) name, email and direct phone number
6. Amount requested (what range of funding would be useful?)
  - a. One-time funding or multi-year (how many)?
  - b. How quickly could funding be expended in its entirety?
7. If this project has been submitted previously to a sponsor for funding but not awarded, provide the Cayuse record number.
8. Where possible or known, identify any specific agencies/committees/sponsors (state or federal) that could be potential matches for this project.
9. Amounts of related funding already secured:
  - a. If federally-funded, what agency/program/account?
  - b. If state-funded or other government-funded, what type of appropriation, grant, or program?
10. Links to relevant press releases/stories and photos

**Narrative:** In a 2-page (maximum) document (11-point font) provide the information below in this order:

1. Problem narrative (why should we care about this project?) (max: 150 words)
2. Project description, purpose, and activities for which funding is needed; indicate if there are key partners necessary for the project (e.g., subawards) (max: 250 words)
3. Project goals and projected results: describe measurable goals, how success of the project would be evaluated, and how performance would be tracked (max: 200 words)
4. Connection to UNM goals/initiatives (e.g. UNM2040, Grand Challenges) (max: 100 words)
5. Educational/Workforce Development impact (150 words)
6. Economic/Community Impact (e.g. possible public/private partnerships) (150 words)
7. New Mexico community/communities benefitted by the project
8. Third party/community members who *could* provide letters of support (don't request letters at this time)

NOTE: Include the Project Title and POC in the header of the narrative.