***Financial assistance for special projects is dependent upon the availability of funds.***

**Special Projects Application Packet**

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| --- | --- |
| **Date** |  |

# COVER SHEET

Name

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Applicant's Organization & Title

Phone Number Email Address

Names and affiliations of collaborating partners, if any:

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| --- |
| 1. |
| 2. |
| 3. |

Proposal Category Title of Project Amount Requested

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| Choose a category: Independent Project \_\_\_ Book Subvention \_\_\_ |
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|  |

# CHECKLIST

\_\_\_ Project Description

\_\_\_ Statement of Relevance to CRS Mission  
\_\_\_ Budget Request and Justification  
\_\_\_ Attachments (if applicable)

# PROJECT DESCRIPTION (not to exceed 1500 words)

Descriptions should address each of the following points:

* Goals of the Project
* Start and Ending Dates
* Work Plan of Activities and Timetable
* Significance of the Project
* Deliverables or other Outcomes:

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# STATEMENT OF RELEVANCE TO CRS MISSION (300 – 325 words)

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**BUDGET REQUEST AND JUSTIFICATION**

List budget line items below with amounts requested from CRS and a justification statement for each line item:

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| --- |
|  |

# ATTACHMENTS (if applicable)

**SUBMISSION INSTRUCTIONS**

Submit this Application Packet by email to [crsunm@unm.edu.](mailto:crsunm@unm.edu)