

**Faculty Development Awards
Application Packet**

COVER SHEET

Faculty Name and Rank

Department or Academic Program

Email Address/ Phone Number

Names, ranks and affiliations of other collaborating faculty, if any:

1.

2.

3.

Title of Project

Amount Requested

Proposal Categories (select one):

CHECKLIST

- ___ Completed Cover Sheet
- ___ Project Description Template
- ___ Statement of Relevance to CRS Mission Template
- ___ Budget Request and Justification Template
- ___ Attachments: CVs and IRB documents (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:

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

BUDGET REQUEST AND JUSTIFICATION

List budget line items below with their amounts and a justification statement for each line item:

ATTACHMENTS

- (a) A current CV for applicant and each co-principal, if any, that includes education, employment history, publications or other creative work, and relevant grants and research projects completed, not to exceed two pages single-spaced for each CV
- (b) Human Subjects: If research involves human subjects, attach a brief description of proposed human subjects' involvement, a signed Departmental Review Form, and plans to submit for IRB review with timetable to approval phase.

SUBMISSION INSTRUCTIONS

Submit the application packet, current CV, and IRB documents (if applicable) by email to crsunm@unm.edu .