

PRATT INSTITUTE GRANT RESEARCH AND DEVELOPMENT FORM

OFFICE OF THE PROVOST

RESEARCH & PARTNERSHIPS
200 WILLOUGHBY AVENUE
BROOKLYN, NY 11238

For any questions, please get in touch at research-partnership@pratt.edu

This form needs to be completed in its entirety. The purpose of this form is to gather details about your project/research for external prospect research purposes. The more complete information you provide, the easier it will be to collect information about prospective funders and grant opportunities.

The Research and Strategic Partnerships team will reach out to you within a minimum of 10 business days after submission. Please plan accordingly.

PRINCIPAL INVESTIGATOR (PI) INFORMATION

FIRST NAME		LAST NAME	
DEPARTMENT		SCHOOL	
PHONE		EMAIL	

PROPOSAL INFORMATION

1. TITLE OF RESEARCH PROJECT:	
2. LOCATION	
3. TOP KEY WORDS ABOUT RESEARCH PROJECT <small>e.g. Community development, STEM Education, Workforce Development, Low-income Students, etc.)</small>	<hr/> <hr/> <hr/>
4. Research Project One Paragraph Summary	
5. Timeline: Start Date (MM/DD/YY) and End Date (MM/DD/YY) (If not known, then give you best estimation.)	Start: ____/____/____ End: ____/____/____
6. Research Project Background <small>What have you achieved with this project in the past? Please provide a brief project history and timeline. (Three paragraphs maximum)</small>	
7. Project Resources Needed <ul style="list-style-type: none"> <input type="checkbox"/> Creation of new faculty or staff position <input type="checkbox"/> Stipends for staff, faculty, or students <input type="checkbox"/> Release time from teaching for Pratt faculty <input type="checkbox"/> The use of Pratt campus space that you do not already have access to 	

- Purchase of equipment
- Software or other technology
- Travel expenses
- All
- (Other) Please explain:

8. Current Resources
(e.g., team members, space, revenue.) **(Three paragraphs maximum)**

9. Biographies of Project Leader and Team Members (if applicable). (Three paragraphs maximum)

10. Describe the intended audience of your project/research. (Three paragraphs maximum)

11. Impact: What impact will your project/research have? Within Pratt, regionally, and/or internationally? (Three paragraphs maximum)

12. Project Budget Breakdown

- Stipends \$_____
- Travel Costs \$_____
- Course releases \$_____
- Materials/Supplies \$_____
- Equipment \$_____
- Conference fees \$_____
- Consultant fee \$_____
- Other, please explain \$_____
- Total \$_____**

Optional documents to attach with submission

1. Written material about your project
2. A list of related social media and publicity links
3. Additional detailed budget information