# A. COVER PAGE

## Title of Proposed Project

*(Brief and suitable for use in the press.)*

## Budget and Duration

## Awardee’s Organization Information

Name:

Address:

## Place of Performance

*(If the project will be performed at a location other than the awardee’s organization, provide the information of the location.)*

## Senior/Key Personnel

*(Add/delete rows as necessary.)*

|  |  |  |
| --- | --- | --- |
| Name | Organization | Role |
|  |  | Principal Investigator (PI) |
|  |  | Co-PIs |
|  |  | Senior Members |
|  |  | Postdocs |
|  |  | Grad students |

# B. PROJECT SUMMARY

*(****Restricted to one single-spaced page****; consisting of an overview, a statement on the intellectual merit of the proposed activity, and a statement on the broader impacts of the proposed activity.)*

# C. PROJECT DESCRIPTION

*(Not to exceed 15 single-spaced pages.)*

## 1. Specific Aims

*(Concise statement what the proposers plan to do.)*

## 2. Background and Significance

*(Explain the background information necessary to understand the proposed project and its significance in relation to long-term research objectives. This section should include an evaluation of the state-of-the-art and should identify expected outcomes.)*

## 3. Experience and Credentials of the Research Team

*(Describe previous work of the investigative team directly related to the proposal.)*

## 4. Approaches

*(Describe the protocols to be used and provide a tentative outline for the investigation. Include the means by which data will be analyzed and interpreted. Describe any new methodology and its advantage(s) over existing methodologies. Discuss potential technical difficulties and/or limitations, potential complications in the interpretation of the results, and alternative approaches that could be used to achieve the aims.)*

## 5. Innovative Technology

*(Describe the technological innovations and how the technology will be applied to the research project. What technology will be used? Describe the technical novelties of the technology.)*

## 6. Tentative Schedule and Metrics

*(Describe the time table for the proposed activities with detailed metrics.)*

# D. PROJECT ACTIVITIES

What are the specific activities that will happen during the project? Include a Gantt chart if possible as this shows that you’ve planned effectively, and helps financiers understand project timelines.

[Project.Name] will include the following strategies:

[Activity.1]

[Activity.2]

...

[Activity.n]

The timeline for executing each activity is outlined in the Gantt chart below.)

# E. PROJECT RESULTS

*What are the results of your planned project? How will you evaluate them?*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| TT | Products, services, solutions | Unit | Quality to be achieved | | | Number |
| This Project | Similar samples | |  |
| Vietnam | The World |  |
| *1* | *2* | *3* | *4* | *5* | *6* | *7* |
| *-* | *-* | *-* | *-* | *-* | *-* | *-* |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| TT | Publications, Report, Database, … | Number | Quality to be achieved | Note |
|  |  |  |  |  |
|  |  |  |  |  |

# F. PROJECT IMPACT

*What are the academic and real-world impacts of your planned project?*

The impact of [Project.Name] will be felt in the short, medium, and long term. The following are the project results which will be realized upon completion:

Short-Term (Completion – 6 months)

Medium-Term (6 months – 2 years)

Long-Term (2 years & Onward)

# G. REFERENCES CITED

*(Length unlimited and not part of the 15-page limit.)*

# H. BIOGRAPHICAL SKETCH

*(Biographical sketches must be included for all personnel. Biographical sketches may not exceed two pages per person.* *Follow this format for each person.)*

**BIOGRAPHICAL SKETCH**

## Name:

Position title:

Education/training *(Begin with baccalaureate or other initial professional education. Add/delete rows as necessary.)*

| Institution and location | Degree  (if applicable) | Completion date  *(mm/yyyy)* | Field of study |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**I. Personal Statement**

*(Briefly describe why you are well-suited for your role(s) in this project.)*

**II. Current and Past Positions**

*(List in chronological order the positions you've held that are relevant to this application, concluding with your present position.)*

**III. Awards and Honors**

*(List the awards (grants and fellowships) and honors you have received.)*

**IV. Publications**

*Include full citations for books, articles, and book chapters. Do not include publications submitted or in preparation. List 5 publications most relevant to the project and 5 best publications.*

# I. PROPOSAL BUDGET

*(Add/delete rows as necessary.)*

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | **Unit Cost** | | | | | **Requested Funds** | **Cost-Share by Applicant** | **Program Total** |
| **Unit** | | **Number** | **Amount** | **Rate** |
| **A** | **Personnel** | | months or years |  | salary (month or year) | % effort |  |  |  |
| A.1 | *Senior Personnel* | |  |  |  |  |  |  |  |
| A.1.1 | Principal Investigator | |  |  |  |  | 0.00 |  | 0.00 |
| A.1.2 |  | |  |  |  |  | 0.00 |  | 0.00 |
| A.1.3 |  | |  |  |  |  | 0.00 |  | 0.00 |
| A.2 | *Other Personnel* | |  |  |  |  |  |  | 0.00 |
| A.2.1 |  | |  |  |  |  | 0.00 |  | 0.00 |
| A.2.2 |  | |  |  |  |  | 0.00 |  | 0.00 |
| Subtotal Personnel | |  | |  |  |  | **0.00** | **0.00** | **0.00** |
| **B** | **Equipment** | |  | # units | unit cost |  |  |  |  |
| B.1 |  | |  |  |  |  |  |  |  |
| B.2 |  | |  |  |  |  |  |  |  |
| Subtotal Equipment | |  | |  |  |  | **0.00** | **0.00** | **0.00** |
| **C** | **Travel** | | # people | # days | Cost | % effort |  |  |  |
| C.2 | *Foreign* | |  |  |  |  |  |  |  |
| C.1.1 |  | |  |  |  | 100% |  |  | 0.00 |
| C.2 | *Domestic* | |  |  |  |  |  |  |  |
| C.2.1 |  | |  |  |  | 100% |  |  | 0.00 |
| Subtotal Travel | |  | |  |  |  | **0.00** | **0.00** | **0.00** |
| **D** | **Other Direct Costs** | |  |  |  |  |  |  |  |
| D.1 | Materials and Supplies | |  |  |  |  | 0.00 |  | 0.00 |
| D.2 | Publication Costs/ Documentations/ Dissemination | |  |  |  |  |  |  |  |
| D.3 | Consultant Services | |  |  |  |  |  |  |  |
| D.4 |  | |  |  |  |  |  |  |  |
| D.5 |  | |  |  |  |  | 0.00 |  | 0.00 |
| Subtotal Other Direct Costs | |  | |  |  |  | **0.00** | **0.00** | **0.00** |
| **E** | **Total Direct Costs** | |  |  |  |  | **0.00** | **0.00** | **0.00** |
| **F** | **Indirect Costs** | | *(specific rate and base)* | | | | **0.00** | **0.00** | **0.00** |
| **G** | **Total Project Cost** | |  |  |  |  | **0.00** | **0.00** | **0.00** |

# BUDGET JUSTIFICATION

*(Explain the major cost items in the Proposal Budget: why they are important to the project, and how the proposers arrived at the cost estimate.)*

# FACILITIES, EQUIPMENT AND OTHER RESOURCES

*(This section is intended to assess the adequacy of the resources available to perform the proposed work. List only those things that are directly relevant to the proposal. Include an aggregated description of the internal and external resources (both physical and personnel) that the organization and its collaborators will provide to the project if it is funded.)*

# SPECIAL INFORMATION AND SUPPLEMENTARY DOCUMENTATION

*(Only if critical to the proposal; e.g., letters of concurrence and support from co-PIs and/or collaborators; copies of collecting permits and other permissions, etc.)*