

Research Project Proposal Form	
Primary Investigator:	
Department	
Primary Contact Method	
Other Researchers/ Investigators/Partner(s) to be Involved (please include name, department, email and organization)	
Project Information	
Proposed Title of Project	
Description and Rationale	
Primary Goals/ Objectives/Hypotheses	
Benefits to the College	
Risks to the College	
Ethical Considerations	
Methodology/ Sample/ Target Population	
Start Date	
End Date	
Timelines	

Projected Student Involvement (& #s)	
Target SMEs/ Community Partners/ Company	
Resources Required	
<i>Consider and be explicit with the number of faculty/ staff/ students, hours worked, wages.</i>	
Faculty	
Staff Support/ Tech Support	
Student Support	
Equipment	
Operational Costs (Photocopying, etc.)	
Travel Costs (Travel, Lodging, Food)	
Other (please specify)	
Grant/ Funding Source	
<p>Is funding being sought?</p> <p><input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>If "yes", which grant or type of funding is being considered/targeted? Specify funding agency and grant program name:</p>	
<p>Are community/ industry partners providing in-kind and/or cash contributions to this project?</p> <p><input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>Please specify:</p>	
<p>Research Strategy goals being addressed by this proposed project? Include goal #:</p>	

For Research Office use only:

Date Initial Meeting booked:

Reviewed Proposal with Investigator:

Metrics identified from implementation plan:

Next Steps:

Project entered in Project Tracking Database on iCan ☐

Project Approved ☐

Project Rejected ☐

Project on Hold ☐

Signature _____

Append Project Proposal Form to this and upload copy