

SUBMISSION: The online application, including all required attachments, must be submitted by **1 p.m. on the day of the deadline**. Applicants and any co-investigators will be required to **certify and approve their application** for routing. Applications that are incomplete, late and/or have not been certified or routed **will not** be forwarded for further review.

The Seed Funding for Grantseekers Application is an online form with space to upload additional files.

Section 1: Online Form

- **Principal Investigator & Team Member Information**
 - Full Name(s)
 - Position(s)/Title(s)
 - Department(s)
- **Project Information**
 - Project Title
 - Project Abstract (**100-word maximum**)
 - Amount Requested for Seed Grant (maximum of \$10,000)
- **External Funding Source Targeted**
 - Name of Sponsor(s)/Program(s) to which the proposal will be submitted
 - Intended Date(s) of Submission
 - Amount(s) that will be requested
 - Explanation of why you selected the external funding source(s)
- **Budget and Budget Justification**
 - Project budget
 - Detailed description of planned expenditures

Section 2: File Uploads—Please upload PDF files

- **Proposal**— The proposal should summarize the relevant background literature and research that puts the proposed project into the appropriate context and explains how it will significantly extend or contribute to the field. The applicant should describe the proposed research/project in terms that do not require reviewers to be experts in the sub-area of the work. The applicant should clearly describe the research/project goals, the activities to be carried out to achieve those goals, a timetable for completing these activities, and an assessment of the potential for subsequent external funding.
 - Proposal Narratives should be:
 - No more than **3-pages**, single spaced
 - Times New Roman, at a size of 11 or larger
 - Margins, in all directions, must be 1"
- **Biographical Sketch(es)**—The Biosketch or CV must not exceed **three (3) pages** for each collaborator.
- **Program Announcement**—Attach a copy of the external request for proposals/funding opportunity announcement/notice of funding opportunity/solicitation.
- **Optional Documents**
 - **References/Bibliography**—A short (**2-page maximum**) list of references/bibliography may be uploaded

Questions? Please contact: ospr@towson.edu.