## **Do you want to pursue resources and support for that project or program you’ve been envisioning?**

Use this document to prepare to bring your idea to the table at the **Faculty Wellspring** **Panel Session** on **November 9, 2021**. All applicants will be given the opportunity, based upon their outlines, to meet with a panel who can help you develop and advance your project idea to potential funders and other areas of support including advising by the Wellspring review cohort. During this meeting, you will talk with representatives from [BTU](https://www.towson.edu/campus/community/), [OSPR](https://www.towson.edu/academics/research/sponsored/), [FACET](https://www.towson.edu/provost/initiatives/faculty-center/), [Office of Civic Engagement and Social Responsibility](https://www.towson.edu/studentlife/activities/engagement), and [University Advancement](https://www.towson.edu/advancement/).

In order to attend this exciting **Wellspring** panel session, you will need to complete and submit this brief project outline by November 2, 2021 at 5 p.m.

**Instructions**

Please spend no more than 20-30 minutes preparing this project outline. It should not be a full-blown narrative proposal, but rather should contain bullet points addressing these essential elements of your project. For any elements that are missing, we will gladly brainstorm with you when we meet, in order to develop your ideas further:

(1) Name(s) of project proposer(s)

(2) Project title

(3) Introduce your project with a one- or two-sentence purpose statement.

(4) Describe the problem that your project addresses or the rationale for the project.

(5) Briefly summarize goals of the project.

(6) Provide a general timeframe of the project, with tentative start and end dates.

(7) Describe expected outcomes of your project. If relevant, please provide information about proposed services to be delivered through your project and who (and how many) will benefit.

(8) Highlight the ways in which the project or program is unique.

(9) Articulate budget needs, including how it will be applied and impact, if known at this stage.

(10) Identify potential partners, their roles, and support given (in-kind and cash), if any.

(11) Describe potential for sustainability and/or application beyond TU (i.e., 6 months from the end of the project, what are the lasting potential outcomes?)

### Questions?

If you are unsure as to how to address any of these items, please contact Dr. Patricia Westerman at [FACET@towson.edu](mailto:FACET@towson.edu) at any time.

### Important Dates

 By November 2nd by 5:00 p.m.: Submit your project outline to [FACET@Towson.edu](mailto:FACET@Towson.edu)

 On November 9th: If selected, attend your 20- to 30-minute virtual meeting with a panel of representatives.

If this time of year is not the best time for you to pitch a project, please do not be discouraged. This event will be repeated. We welcome your feedback at [FACET@towson.edu](mailto:FACET@towson.edu)