

Grant Project Concept Paper



Submitted by: _____

Sketch out the project as you envision it. Provide a summary of your ideas that can be used in discussion meetings with your dean/supervisor, grant writing staff, and others. It can also be used to help locate an appropriate funding source for your proposal.

1. **Needs/Problem Statement:** Briefly describe the need for this project and provide data to document the need (i.e., committee findings and reports, literature trends, etc.)

2. **General Purpose Statement:** Describe the overall goal or general purpose of the project

3. **Objectives and Evaluation:** List the objectives of the project and how you will measure/evaluate them.

4. **Methodology:** List the activities that will lead to the accomplishment of your objectives. Include all resources that will be utilized (i.e., people, materials, dollars, facilities, equipment, etc.)

5. **Target Population:** List the population(s) served by this project, including other groups (internal and external) that will be impacted by this project.

6. **Anticipated Benefits of the Project:** List anticipated benefits or outcomes of the project and who will benefit (the college, students, faculty)
