**Project Proposal Template**:

*The project proposal should include a description of the problem you are solving and its significance; your study objective and/or specific aims; the design and methodology, or approach you will use to implement the project or test the hypothesis; the sample size needed to answer the study question; and how your analysis will be conducted. If grant or proposal writing is new to you, you may address the following questions to guide in you in structuring and completing your project proposal*:

**Significance**:

What problem are you solving or attempting to improve?

**Objective**:

What is the main purpose, goal, or specific aim of the proposed project?

(i*f relevant*) What hypothesis are you testing?

**Methodology:**

What is your study design? How will you test your hypothesis or implement your intervention? How will you measure the effect or impact of your experiment or intervention? How will you recruit study participants? Will participation be incentivized?

**Variable Selection:**

(*if relevant*) Predictors and Outcomes of interest: What is the primary predictor (independent variable) you are examining? What is your primary outcome of interest? Are there other outcomes you are also interested in? Are there other variables you plan to account for that may impact the relationship between the independent and dependent variables (confounders or covariates)?

**Sample Size:**

What is your expected sample size? How do/will you know if this sample is large enough? (it is helpful to correspond with a statistician for a sample size calculation; if you do not have a statistician please explain your rationale for selecting the sample size you have chosen.)

**Analysis:**

Who will conduct the data analysis; if a statistician, please confirm that you have access to one through your unit or include the cost of analysis in your budget. If you will conduct your own analysis, please describe the analysis plan.

*In addition to your project description, we ask that you also address the following in your proposal****:***

**Professional Advancement**: How will completing this project contribute to the advancement of your professional goals?

**Mentorship Plan**: Who have you identified as your primary mentor? How often will you meet with this person? What kind of support has this person agreed to offer in assisting you in achieving your proposal objectives?