Innovation Impact Grant (IIG) Application Checklist (FY24)

Before submission all applicants should check their full application for the following sections. Refer to the Guidelines and Instructions for details.

I. PROPOSAL:
   ___ Table of Contents
   ___ Abstract (1/2 page recommended)
   ___ Impact (1/2 to 1 page)
   ___ Objectives (1/2 to 1 page)
   ___ Project Plan (maximum 15 pages)
   ___ Equipment
      ___ General description
      ___ Justification of equipment selection
      ___ Current research capabilities and justification of need
   ___ Research Projects
      ___ Overview
      ___ Projected usage table
      ___ Major users (max. of 8; see instructions for details.)
      ___ Additional users table; if applicable
   ___ Core Facility Administration and Operation
      ___ Advisory Committee
      ___ Administrative responsibility
      ___ Technical responsibility
      ___ Location
      ___ User access
      ___ User training
      ___ Regulated Research and Biohazards
      ___ Equipment Use
      ___ Future Research Funding
   ___ Long-term Support

The following must be included in the proposal document but does not count towards the 15-page limit:

___ Budget Justification
___ Project Timeline
___ Bibliography
___ Current and Pending Grants (for each major user)
___ Biographical Sketches (PI, CF Director, all major users up to eight and up to two key technical/administrative personnel; use the form provided on the website; one-page only).

II. ___ BUDGET FORM: Use Excel form provided on website.

III. SUPPORTING DOCUMENTATION:

___ Letters of Support
   ___ Chief research officer letter of impact (required)
   ___ Commitment of matching funds (required)
   ___ Major users listed in the proposal (required)
   ___ Sources of long-term support (if applicable)
   ___ Equipment Price Quote or Estimate (see guidelines for details; not to exceed 3 pages for each quote)

IV. ___ COVER SHEET - signed (use form provided; required)