

Innovation Impact Grant (IIG)

Application Checklist

Before submission, applicants should review all proposal materials using the checklist below prior to uploading documents to the online application form. Please follow the instructions provided in the TRG Guidelines for each required item, available at ncbiotech.org/IIG

Document I. Coversheet (single PDF file; signed and required)

Document II. Proposal (single PDF file)

- _____ A. Table of Contents
- _____ B. Abstract (suggested ½ page)
- _____ C. Impact (suggested ½ - 1 page)
- _____ D. Objectives (suggested ½ - 1 page)
- _____ E. Project Plan (maximum 15 pages)
 - 1. Equipment
 - 2. Research Projects
 - 3. Core Facility Administration and Operation
 - 4. Long Term Support
 - 5. Budget Justification
 - 6. Project Timeline
 - 7. Bibliography
 - 8. Current and Pending Grants
 - 9. Biographical Sketches (PI, CF Director, up to eight major users, up to two key technical/administrative personnel; use biosketch form provided at ncbiotech.org/IIG; one page only)

Document III. Budget Package (must be combined into a single PDF file)

- _____ Budget form (use form provided at ncbiotech.org/IIG)
- _____ Equipment Price Quote(s) (see guidelines for details)

Document IV. Supporting Documents (all letters must be signed and dated; combine into a single PDF file)

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)

Document V. Suggested Reviewers (fill out form provided at ncbiotech.org/IIG and convert to PDF file)