## 2018-19 Connect and Collaborate Grants – Letter of Intent Template

***Template Instructions***

* *Review the* [*Call for Letters of Intent*](https://oaa.osu.edu/sites/default/files/links_files/CC%202018-19%20Call%20for%20LOI.pdf) *for complete application instructions.*
* *Cover page. Complete sections 1-7, not to exceed one page.*
* *Narrative. Complete sections 8-12, not to exceed one page. The length of individual narrative sections may be adjusted. Rows can be added or deleted from tables.*
* *Vitae/Resumes: Use the last page of this template for each vitae/resume submitted; a maximum of 3 vitae/resumes is allowed per application.*
* *Template Instructions and explanatory text, in italics, may be deleted to make room for content.*
* *Cover page, narrative, and vitae must be in 11-point Calibri or Arial font, single-spaced, with 1-inch margins.*
* *Cover page, narrative, and vitae/resumes are due as a single PDF document by 5 p.m., Tuesday, Oct. 2, 2018.*
1. **Proposal Title:**
2. **Single Point of Contact Information**

|  |  |  |  |
| --- | --- | --- | --- |
| Name: |  | Email |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Title/Position |  | Phone |  |

1. **Program Stage** (Check the one that most closely applies to your program’s development stage.)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Design |  | Implementation |  | Expansion |

1. **Funding Focus Area Alignment** (Check up to five that apply to your proposal)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Community and Economic Dev. |  | Energy and Environment |  | Global Gateways |
|  |  |  |  |  |  |
|  | Education and Workforce Dev. |  | Health and Wellness |  | One Health |
|  |  |  |  |  |  |
|  | Food Production and Security |  | Humanities and the Arts |  | Smart Communities |
|  |  |  |  |  |  |
|  | Research, Dev. & Commercialization |  |  |  |  |

1. **Geographic Focus** (Check all that apply)

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | International |  | National |  | Ohio’s 88 Counties |  | Central Ohio |

1. **Type of Community Partners** (Check all that apply)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | For Profit  |  | Non-profit |  | Non-OSU University, College, and/or School |

1. **Executive Summary** (250-word limit)
2. **Statement of Challenge/Opportunity.** *Provide clear evidence to document the challenge or opportunity.*
3. **Approach.** *Describe the target audience and state how the proposed work will address the challenge/opportunity.*
4. **Value Proposition.** *Clearly articulate how the proposed work will add value to the community and lead to scholarly outcomes across teaching and research.*
5. **Team Members.** *Identify up to five team members, including internal to OSU and external members.*

|  |  |
| --- | --- |
| **Name** | **Organization / Unit / College** |
|  |  |
|  |  |
|  |  |
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1. **Budget.** *Estimate the level of funding requested from the Connect and Collaborate Grant Program to do the proposed work (top row). List anticipated cost share and respective sources (remaining rows)*.

|  |  |  |
| --- | --- | --- |
| **Source** | **Grant ($)** | **Cost Share ($)** |
| Connect and Collaborate Grants Program |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**A. Name.**

**B. College / Unit / Organization.**

**C. Relevant Activity.** *Briefly document relevant community-engagement activity over the past (approximately 5) years.*

* Publications, Reports, Presentations, etc.
* Funding History (Grants, etc.)
* Evidence of partnership programs (Narrative)