

**University of Illinois**  
**The Chancellor's Call to Action Research Program**  
**Full-Proposal Project Synopsis**  
**7/1/2024 to 6/30/2025**

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**Project Synopsis**

*In the box below, please write a synopsis of the project that may be shared with the campus and local communities, on university websites or in university publications. Maximum of 200 words.*

Sample

**Project Team Members to List with Synopsis**

*In the table below, please list the names of the project team members you wish to list in the synopsis publication. They will be displayed in the publication in the order you entered below.*

Name (First & Last)	College	Department	Community Organization

**University of Illinois**  
**The Chancellor's Call to Action Research Program**  
**Full-Proposal Submission**  
**7/1/2024 to 6/30/2025**

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## **Project Detail**

*Please complete each section below. This Project Detail Section page maximum is 4 pages using 11pt. font.*

**1. Project Summary**

*Provide an overview of the project.*

**2. Goals & Objectives**

*Describe what you seek to accomplish in your project and the measurable milestones.*

**3. Background & Significance**

*Describe the basic facts, importance of the project, motivation for research, and intention of the project.*

**4. Alignment with Call to Action Goal, Focus Areas, and Proposal Criteria**

*Describe how the project fits within the Call to Action Research Program.*

**5. Approach Methods, Activities, & Timeline**

*Describe how you plan to conduct the project including corresponding activities and timeline to achieve its goals.*

**6. Outcomes, Impacts, & Deliverables**

*Describe the desired result or significant improvements expected from the project. Please share, should this work be successful what sort of outcomes would be expected? Who or what is the constituency? How does this advance the state of the art, Illinois, and community?*

**7. Summary of Expertise to Lead Project**

*Describe why you are the best to lead the project with your professional preparation.*

University of Illinois  
The Chancellor's Call to Action Research Program  
Full-Proposal Project Personnel  
7/1/2024 to 6/30/2025

Please complete all columns below for each member of your project team. Budget information only needed for PI & CoPI. "Zoom in" to make the drop down text larger.

Role	First Name	Last Name	Email Address	University (or) External	University Unit (or) External Organization	University College Academic Department (or) Administrative Unit Department (or) n/a	% of Total Requested Budget <b>(PI &amp; CoPI ONLY)</b>	\$ of Total Requested Budget <b>(PI &amp; CoPI ONLY)</b>

University of Illinois  
 The Chancellor's Call to Action Research Program  
 Budget  
 7/1/2024 to 6/30/2025

**Please Complete All Sections Below: Title of the Project, Personnel, Consultant, Equipment, Supplies, Travel, and Other Expenses. Also, complete all corresponding columns for each section. "Zoom in" to make the drop down text larger. The amounts on the written Budget Justification Template must match the amounts listed in this Budget Template.**

**1) TITLE OF THE PROJECT**

**2) PERSONNEL Receiving Payment**  
 Use Cal, Acad, or Summer to Enter Months Devoted to Project

Enter Dollar Amounts Requested for Salary Requested. Fringe Benefits don't apply because funding source is State Funds.

Complete All Columns

NAME	TITLE	ORGANIZATION	ROLE ON PROJECT	Cal. Mnths (UIUC Only)	Acad. Mnths (UIUC Only)	Summer Mnths (UIUC Only)	INST. BASE SALARY (UIUC Only)	External Payment	PAYMENT REQUESTED	BUDGET	TOTAL	ORGANIZATION	UIUC	External
				0.00	0.00	0.00	\$0	\$0	\$0		\$0		\$0	\$0
				0.00	0.00	0.00	\$0	\$0	\$0		\$0		\$0	\$0
				0.00	0.00	0.00	\$0	\$0	\$0		\$0		\$0	\$0
				0.00	0.00	0.00	\$0	\$0	\$0		\$0		\$0	\$0
				0.00	0.00	0.00	\$0	\$0	\$0		\$0		\$0	\$0
				0.00	0.00	0.00	\$0	\$0	\$0		\$0		\$0	\$0
				0.00	0.00	0.00	\$0	\$0	\$0		\$0		\$0	\$0
				0.00	0.00	0.00	\$0	\$0	\$0		\$0		\$0	\$0
				0.00	0.00	0.00	\$0	\$0	\$0		\$0		\$0	\$0
				0.00	0.00	0.00	\$0	\$0	\$0		\$0		\$0	\$0
<b>PERSONNEL SUBTOTALS</b>											<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

**3) CONSULTANT COSTS**

None

**4) EQUIPMENT (Itemize)**

None

**5) SUPPLIES (Itemize)**

None

**6) TRAVEL**

None

**7) OTHER EXPENSES (Itemize)**

None

**TOTAL DIRECT COSTS**

										<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>
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**University of Illinois**  
**The Chancellor's Call to Action Research Program**  
**Budget Justification**  
**7/1/2024 to 6/30/2025**

Call to Action grants are funded by the University of Illinois Urbana-Champaign Office of the Provost at the direction of the Office of the Chancellor from State Funds. **Overhead burden of F&A, Tuition Remission, or Fringe Benefits will not be assessed on these grants.** Proposed expenses must align with the University of Illinois Business and Financial Policies and Procedures. Funds are to be used in a responsible and appropriate manner to support the proposed activities for the proposed research project. Incurred expenses must align with the approved awarded budget and period of performance.

Please enter an explanation for each expense listed in the Project Budget file and its corresponding amount. The Grand Total below should match the Total in the Project Budget file.

<b>Expense</b>	<b>Project Dollars</b>
Salary & Wages • •	\$0
Equipment • •	\$0
Supplies • •	\$0
Travel • •	\$0
Meeting & Conference • •	\$0
Other Expenses • •	\$0
<b>Grand Total</b>	<b>\$0</b>

**University of Illinois**  
**The Chancellor's Call to Action Research Program**  
**Memorandum of Understanding**  
**7/1/2024 to 6/30/2025**

I understand that if the attached Project Full-Proposal is selected to receive funding for the upcoming **University of Illinois Urbana-Champaign Chancellor's Call to Action Research Program** for the period **7/1/2024 through 6/30/2025**, the following stipulations apply:

**Administrative**

- The funding level awarded for the project will be subject to the budget submitted with the Project Funding Requests and availability of funds.
- Project activity must be separated into a dedicated account. Project funds not spent, by 6/30/2025, will revert to OVCDEI for reallocation in the next project funding process. There will be a close period to allow expenses that were incurred within the award period to post to the project fund. The close period will mirror the university's annual fiscal year close period.
- Provide requested information regarding project summaries and research expenditures.
- Ensure the completion of the annual required Responsible Conduct of Research training and Research Safety Lab training for all members of my research team.
- Intellectual property resulting from the use of this funding will be governed by university policy.

**Research**

- Upon request, provide a mid-year project update and submit a formal final report by August 1, 2025. A template for the final report will be provided.
- Participation at the OVCDEI Call to Action Symposium is required. Faculty and sponsored student(s) are required to create a poster or other appropriate activity to showcase the research conducted under the project funding.
- Be willing to present your research at campus sponsored events.

**Acknowledgement**

Please acknowledge agreement and acceptance of the above and return with your project proposal.

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<b>Print Name (Principal Investigator)</b>	<b>Sign Name</b>	<b>Date</b>

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<b>Print Name (Dean or Executive Officer)</b>	<b>Sign Name</b>	<b>Date</b>

## **Project Timeline**

Please upload your Project Timeline by selecting the "Upload File" button below. There is not a template for the timeline. Please select a format that is the best for your project.

Sample

**Team Biographies**

A maximum of a two-page biography is required for each project team member. Please combine all of the biographies into one document and upload that document. There is not a template for the biographies. Please select a format that is the best for your project.

Sample