**<Title>**

Note: Before submitting, delete all blue instructions. The Proposal Narrative is maximum 5 pages including literature citations and double-spaced in 12 pt. Times font (or Times New Roman) with 1-inch margins. References and citations at the end of the narrative may be single spaced, but are included in the 5-page limit for the narrative. 8MG size limit. This template is optional. It follows the College of Fine Arts and Communication Rubric so that it is simple for the reviewer to grade your proposal.

# Introduction (10 points)

## Literature review/background information (5 points)

## Thesis statement/goals of project (5 points)

# Methodology (25 points)

## Research design, experimental protocols/creativity in methods, preparation, practice, rehearsal, logistics

## Data collection, networking, interviews, consultations

## Data analysis, performance(s), exhibition(s), publication(s)

# Quality of Proposed Project (55 points)

## Creativity/Originality (10 points)

## Importance to field (10 points)

## Qualifications of PI(s) (10 points)

## Presentation/organization of ideas (written in way that people outside the field will understand) (10 points)

## Professionalism (well written, free of typos/errors, etc. (10 points)

## Access to resources (5 points)

# Budget (10 points)

## Detail (5 points)

## Justification (5 points)

**References**

Reminder: Single space references with a double space between each citation.

References are included in the 5-page limit for the narrative.

**VITA**

After writing the 5-page narrative including citations, add up to a **two-page maximum vita, single-spaced in 12 pt. Times font with one-inch margins,** for each applicant that summarizes the applicant’s research, and scholarly/creative activities.

The PI vita must indicate specific outcomes (publications, creative works, presentations, proposals, awards, etc.) from prior REP grants received (up to five years if applicable). An extra page for the vita is acceptable for this purpose. **The vita(s) must be added to the end of the narrative so that both comprise a single PDF.** For individual applications, the maximum number of pages in the narrative/vita is eight.  For collaborative projects, up to **two** additional vita pages per applicant are added to this total. For examples of successful REP proposals from faculty in the College of Fine Arts and Communication, click on this link and type in your netid and password: <https://llavero.its.txstate.edu/cas/login?service=http%3A%2F%2Fc3.finearts.txstate.edu%2Fcas_service>

More information about REP applications and grading rubric can be found here: <http://c3.finearts.txstate.edu/resource_guide/find_funding/internal-grants.html>