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## RESEARCH PROPOSAL TEMPLATE (10 Pages Max.)

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*Proposals must keep the following headings, and can be no longer than 10-pages including references.*

Applicant's Name: \_\_\_\_\_

Student Name: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

University: \_\_\_\_\_ Department: \_\_\_\_\_

Program: \_\_\_\_\_ Expected Graduation Date: \_\_\_\_\_

Faculty Contact: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

1. **Title of Proposal (max. 12 words)**
2. **Brief Description of the Research in Lay Terms (max. 300 words)**
3. **Student Bio (max. 150 words)**
4. **Statement of Need/Rationale (include a brief review of the literature and explanation of how the research relates to ARCA's mission)**
5. **Methodology (include description of research questions, instruments, data collection, and data analysis)**
6. **Proposed Plan of Activities (include a calendar of events and timeline for the research, including approval from IRB for human subjects if necessary)**
7. **Budget (include line items of what funds will be used for, such as cost to purchase SPSS or INVIVO software, recruitment and reimbursement of subjects, travel to conduct the research, transcription, consultation).**