



THE UNIVERSITY OF VERMONT
ENVIRONMENTAL PROGRAM

Ian Worley Award

How do I apply?

Send a single .pdf file to suniva.thangaraj@uvm.edu with **Ian Worley Award** in the subject line.

The proposal should have the following format:

1) A **Cover sheet** that indicates: a) name of project, b) name of proposer, c) contact information, d) name of committed faculty sponsor e) proposed budget total, f) any additional funding support, g) project timeline.

2) A **project description** with details on the proposed project or idea, not more than 2 single-spaced pages in 11 pt font. The description should contain section titles – Project Idea, How the Project Meets the Award Criteria, Applicant Qualifications (for the proposed project), Expected Timeline, Outcomes and Communication Plan

You should include enough detail so the project is clear and understandable to the review committee.

3) A **budget justification** that includes an overview paragraph with budget rationale, and a expense by expense justification of all equipment, wages, items, travel, etc. necessary to complete the project. If additional funds are necessary to complete the work, explain how you will obtain them.

4) An **equipment and necessary facilities description**, if appropriate. State how this support will be obtained, and if costs are involved how those costs will be paid.

5) **Name and Contact information of supporting faculty/staff** - prior to applying you should have commitment of support from faculty/staff sponsor. If the project is short listed for the award, sponsors will be contacted for a reference.

5) A **resume** of the applicant not more than 2 pages long. If more than two applicants are on a project the resume section should be no longer than 5 pages total.

Note: If your project involves human or animal subjects, we will need documentation for **Human Subjects Research or Vertebrate Animal Research** approval

For questions on the application process, allowable expenses, or review process, please contact Brendan Fisher Director of the Environmental Program, brendan.fisher@uvm.edu (be sure to use Ian Worley as subject line).