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**Expanding Library Support for Faculty Research in HBCUs**

**Grant Application Form**

**Summary Information**

**Library:  
Institution:**

**Date:  
Web site:**

**Primary Contact for Proposal**

**Name and Title:  
Institution:  
Address:  
Phone and E-mail:**

1. Justify the need for the proposed project in your organization and explain anticipated impact on faculty.

2. Describe the plan of work to support development or expansion of programs to improve library services that assist faculty with their research. Include the goal, steps in implementation, evaluation plans, and activities planned to engage, promote, and communicate with faculty.

3. List key personnel to be involved in the project. Name consultants if to be used, and briefly describe their qualifications. Résumés are not required.

4. Provide a timeline for the project.

5. Provide a budget for the project. List expenses to be paid with grant funds and indicate the basis of the cost estimate for each. Items listed in the budget should be reflected as necessary resources in the plan of work and personnel sections.