

## EBI-Shell BIO E Proposal Instructions

The proposal submission deadline is **Friday, October 18, 2019** with the expectation of funding decisions being completed by Friday, November 1, 2019. The budget submission review deadline is 10 days prior, **Tuesday October 8, 2019**. The completed proposal should be submitted electronically as a single PDF file to Shelley Brozenick ([sbrozenick@berkeley.edu](mailto:sbrozenick@berkeley.edu)) by 5 p.m. (Pacific Time) using the subject line ***“EBI-Shell BIO E Full Proposal.”*** Please only use Arial or Times, a minimum font size of 11, and leave a 1 inch margin around the document. In addition to the PDF file, please additionally submit the budget as a separate Excel spreadsheet using only the budget template. *No other budget formats will be accepted.* For scientific questions please contact John Coates, [jdcoates@berkeley.edu](mailto:jdcoates@berkeley.edu), and for logistical questions, [ebiadmin@berkeley.edu](mailto:ebiadmin@berkeley.edu). The proposals should be broken down in the following four sections.

### A. Executive Summary (1 page):

Provide a synopsis of the proposed project.

### B. Background (2 pages max)

### C. Technical Plan (5 pages max):

Outline and address technical challenges inherent in the approach and possible solutions for overcoming potential problems.

### D. Appendices

- Budget (use only Excel template attached)
- Budget Justification
- Images (unlimited)
- References (unlimited)
- 2 page NSF style Bio sketches required for all PIs