

**Engineering Project Review Board
Proposal Guidelines**

All proposals submitted for funding considerations should address the following points.

- What is the purpose of the sponsoring student group?
- What is the project outline? Include a timeline of the entire project and overall project budget.
- What specifically and how much are you asking the Engineering Project Review Board to fund?
- Who will be involved with this project? (Number of students, majors, etc.)
- How does this project add to an engineering education?
- What are the student, university and community benefits from this project?
- What other fundraising has been done for this project, including but not limited to corporate sponsorship and SU funding request?
- If you have received funding in the past or this is a continuation of an ongoing project please include some kind of information about past purchases.

Please attach a one page executive summary to the front of the proposal.

Proposals should be limited to ten pages or less and in .pdf format.

The following data sheet must also be completed and submitted with the proposal.

Group/Project Data Sheet

Sponsoring Group: _____ SU group category: _____

Group President(s): _____

Group Treasurer: _____

Project Leader(s): _____

Involved Faculty Member(s): _____

Number of students in group: _____ Number of students involved with project: _____

Exact amount being requested: _____ Total estimated project cost: _____

Project Contact Person: _____ E-mail address: _____

Preferred phone number: _____

Mailing Address: _____

Please submit completed proposals to wustl.eprb@gmail.com before December 7th, 2012 at 11:59 pm.