

**DEPARTMENT OF GEOLOGY AND ENVIRONMENTAL SCIENCE
JAMES MADISON UNIVERSITY**

Research Proposal

(PLEASE TYPE OR PRINT CLEARLY)

Date _____

Name _____ **PeopleSoft ID #** _____

Local Address _____

Phone _____ **E-mail Address** _____

Expected Completion Date _____ **Expected Graduation** _____

Title of Project _____

Courses and Credits _____

(Indicate course and credit distribution for entire project)

APPROVED:

_____/_____
Faculty Project Adviser **Signature of Applicant**

_____/_____
Other Adviser

PROPOSAL

On a separate sheet or sheets, provide the following (see General Model for Research Proposals)

- 1. Statement of Problem and Objectives**
- 2. Methods**
- 3. Timetable**
- 4. Conclusions**
- 5. Bibliography**

GENERAL MODEL FOR RESEARCH PROPOSALS

Formal research proposals usually follow a format. Formats vary with the specific purpose, and many agencies requesting proposals have their own formats they ask you to follow. Regardless of format the best proposals try to answer specific questions that justify the proposal and indicate the project is worthwhile. For example, a good proposal will answer the questions *why, what, how, when, and where*. Or, a proposal may address the following questions:

- ☞ *Why is this project worthwhile?*
- ☞ *What qualifies you to undertake the project?*
- ☞ *What are its chances of succeeding?*

A general model for a proposal includes the following sections. This is a general model. Depending on the study some points might be emphasized while others are minimized or left out. Also the order in which items are discussed can be rearranged to fit the specific proposal.

I. STATEMENT OF PROBLEM AND OBJECTIVES

- A. Background: history of the problem.
- B. Need for the study.
- C. Benefits from the study.
- D. Qualifications of Personnel.
- E. Data Sources.
- F. Limitations and Contingencies.
- G. Scope of the study.

For example, the following questions

- > *What problems do you propose to solve?*
- > *In general, what solution are you proposing?*
- > *Why are you proposing it?*
- > *What are the benefits?*
- > *What are your qualifications for this project?*

II. METHODS

- A. Strategies and Procedures.
- B. Materials and Equipment.
- C. Personnel.
- D. Available Facilities.
- E. Needed Facilities.
- F. Costs.
- G. Expected Results.
- H. Feasibility.

A proposal should also include the following:

- > *Name*
- > *Professional Affiliation*
- > *Date of Proposal*
- > *Purpose of Proposal*

III. TIMETABLE

- A. When will the study start and end?
- B. What deadlines exist, say for funding, doing field work, gathering data, etc.

IV. CONCLUSIONS

- A. Summary of Key Points.
- B. Request for Action.

V. BIBLIOGRAPHY

- A. All pertinent literature.