

Name of project:

Project PIs:

1. What is your research question? If your project is a teaching project, what are your teaching objectives?
2. What is your source material? Where is it?
3. Who is your audience?
4. What resources are already available that will help? What projects like yours already exist?
5. Who are your team members? What are roles and responsibilities? Please include names and email addresses.
6. Please provide a detailed timeline for your work over the academic year.
7. What needs - training, space, equipment - do you anticipate having? Who will provide those resources?
8. What is the nature of your deliverable? I.e., what kind of thing will you be making? And why is that the right thing to make?
9. What is out of scope for your project? What allied or contiguous fields of inquiry will you not be entering into during this project?

10. What is your minimum viable product? What is the least that you need to achieve in order to feel that your work has been a success?

11. What risks are involved in your project? How will you deal with them? What is your change process?

12. If applicable, what would your objective be for next year?

13. [Optional] How would or could your project be transformed into an application to a federal funding source (NIH/NEH/IMLS etc)?

Signature of Principal Investigator:

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Signature of DRC Director:

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