ECE360 – Principles of Design
S02 – DRV

Lemelson Proposal Guidelines

PROJECT NARRATIVE
The following questions should be addressed in your proposal. The proposal may not exceed five single-sided, single-spaced pages (not including attachments, cover sheet, and resumes), and may not use type smaller than 12-point. Any member of the E-Team may complete the grant proposal on behalf of the institution.

1.**Describe the project and its innovative or inventive features.** If you have received previous NCIIA funding for this or a related project please describe the results of the funded project and attach a copy of the final grant report.

2.**Describe the market potential of your project.** Include the size of the potential market, your competitive advantages, and consumer appeal of the project. Proposals should present commercialization opportunities in a realistic and well informed context which provides a survey of the existing art, basic competitive intelligence, and a clear development strategy arising from it.

3.**List E-Team members and their skills.** Proposals from E-Teams that are balanced and multidisciplinary, involving students, faculty, and advisors from both technical and business disciplines and practitioners in relevant areas will be favored.

4.**List advisors (faculty, industry experts, and mentors) and their skills.**

5.**Provide a work plan and timeline for the project.** Indicate whether the project will be worked on during the summer, as an independent study during the school year, or as part of a course. Work plans should be realistic and should clearly indicate the sequence to be followed.

6.**Identify the equipment and other resources necessary for the project.** Indicate whether your institution will provide access to these resources.

7.**Attach a detailed budget in tabular form (the maximum grant award is $20,000).** Eligible expenses include: equipment, supplies, travel, technical services, expenses related to students' performing patent searches, disclosures and applications or creating marketing analyses, business plans, or prototypes, legal fees, and student stipends. Ineligible expenses include indirect costs, faculty salaries, and honoraria over $200 to speakers, and publicity expenses. A narrative justification should be provided for major budget items particularly equipment, travel and technical services.

8.**Attach letters of support from the faculty advisor and at least one external mentor** from a relevant business or industry. Letters of support should validate the technical and commercial premises of the application.