The Proposal Outline is intended to inform CeMaST about specific projects and ideas that you are interested in pursuing. We realize your idea may not yet be clearly defined. However, the more information we have about your potential project, the more likely it is that CeMaST will be able to assist you in the further development of your project. The Proposal Outline should not exceed two pages and should include the following sections.

**Project Overview**
Describe what you plan to do, how long it will take, and the collaborating departments, schools, or other organizations that will be involved in this project.

**Assessment of Need**
Describe and define the problem that the project wishes to solve.

**Goals and Objectives for the Project**
Provide a broad statement followed by a listing of expected outcomes that collectively lead to attainment of the goals.

**Budget Summary**
Outline expected budgetary needs and estimate of total funding needs.

**Contact Information**
Include your email and phone number so we can contact you to schedule a meeting with CeMaST personnel.

Submit your Proposal Outline to cemast@ilstu.edu, subject line: Proposal Outline.