

Project Proposal Requirements
Ford Center and Forest
College of Forest Resources and Environmental Science
Michigan Technological University

June 2015

Background

Facilitating and supporting research is one of the premier missions of the Ford Center and Forest (FCF) at Michigan Technological University. We invite and support research and education project proposals from inside and outside the University. To facilitate review and approval of research ideas, and to ensure compliance with Michigan Technological University policies and procedures, a research prospectus is reviewed and approved by the College's FCF oversight committee.

Instructions

Please complete a short summary of your research project and answer the required information, below. Direct any questions and submit your proposal electronically to:

Dr. Robert E. Froese
Coordinator of Forest Planning and Research
Ford Center and Forest
Michigan Technological University
Email: froese@mtu.edu
Tel: 906-487-2723

Required Information

- A. Project Title
- B. Project Description/Abstract
- C. Project Personnel contact information, beginning with PI and any collaborators who will direct project activities
- D. Project Time Frame: please include project duration including start and end dates, and whether there are any ongoing activities or impacts that limit subsequent studies.
- E. Planned publication information: Please include plans for publication and anticipated dates of submission
- F. Research Goals, Objectives, and Hypotheses
- G. Summary of key response and predictor variables, analytical methods or techniques, instrumentation, treatments, etc.
- H. Summary of operational activities; please indicate what data are to be collected, the expected field activities, time and duration
- I. Description and plan for subsequent treatments, clean-up, deactivation, remediation, etc.
- J. Location of Activity: attach a map or include description of plots, treatments, or other activities.
- K. Facility Requirements: outline any needs for wet lab, storage, computer labs, housing, shop space, power, equipment, or FCF staff. The Ford Center has well-equipped wet labs,

dormitory space, etc. and a schedule of fees is available for access to these services and facilitates.

- L. Use of the FCF for research requires all users to adhere to the following guidelines:
 - a. Any publications, presentations, etc. must acknowledge the Ford Center and Forest at Michigan Technological University as a cooperator;
 - b. The Coordinator of Forest Planning and Research will be provided with a copy of all papers or reports both when submitted for publication/preservation and in final published format; and,
 - c. The PI on an approved project will neither expand nor add personnel to the project without prior approval from the Coordinator.
- M. University Policies
 - a. All personnel shall adhere to MTU's policies on Safety, Health, and the Environment; more information at <http://www.mtu.edu/oshs/safety-programs/required/safety-manual/ch3.html>
 - b. Personnel will also adhere to MTU policies on Discrimination, Equal Opportunity, and Discrimination; more information at <http://www.mtu.edu/equity/definitions/policies/>
- N. Date and Acknowledgements: Include date and PIs signature on the proposal signifies acceptance of guidelines and university policies.