OCLC/ALISE Library and Information Science Research Grant Program

Use this checklist as an aid to assembling your application package. Scan paper documents and convert digital files as necessary for attachment to the online application submission form, available at http://www.oclc.org/programsandresearch/grants/alise.aspx.

Application Checklist	Included
1. All proposal materials to be submitted electronically · Portable Document Format (.pdf) format is preferred for all documents. If possible, please convert digital files and scan paper documents in order to attach as .pdf files. · If it is not possible to provide .pdf files, the following formats are also acceptable: .bmp, .doc, .gif, .jpg or .jpeg, .rtf, .tif or .tiff, .txt, .wps, .wri, .xls	☐ ☐
2. Proposal Cover Page including · Abstract and Title · Amount requested and duration of project · Contact information · Signatures (3) of investigator(s), dean/director, and official of the university	☐ ☐ ☐ ☐
3. Research Proposal · Double-spaced · Minimum .5" margin · Minimum 10-point font	☐ ☐ ☐
4. Detailed Budget in US dollars · Clearly identifies requested funding · Identifies institutional cost sharing	☐ ☐
5. Optional Supporting Material may include · Curricula Vitae of project staff · Bibliography · Project schedule · Letters of support	☐ ☐ ☐ ☐
6. Proposal materials may not exceed 20 pages	☐

The Call for Proposals, including complete submission information, is available online at http://www.oclc.org/programsandresearch/grants/