

# 2012 LINDBERGH GRANT APPLICATION INSTRUCTIONS

## INSTRUCTIONS FOR SECTIONS

**1. CATEGORY** - Applicants may indicate 1 or 2 categories (in priority order) to which their project relates. Applying for more than one category will not increase an applicant's chances of receiving funding. The purpose of selecting a category(ies) is to help our staff assign appropriate reviewers to evaluate each application. The categories are:

- (1) Agriculture
- (2) Aviation/Aerospace
- Conservation of Natural Resources
  - (3) Animal Resources
  - (4) Plant Resources
  - (5) Water Resources
  - (6) General Conservation (including land, air, energy, etc.)
- Education
  - (7) Humanities/Education
  - (8) The Arts\*
  - (9) Intercultural Communication
- (10) Exploration
- Health
  - (11) Biomedical Research
  - (12) Health & Population Sciences
- (13) Adaptive Technology\*\*
- (14) Waste Minimization and Management.

\*Applicants seeking funding for projects that are limited to the creation of a particular work of art or performance art should not apply. The creation of art and public reaction to it does not adequately address the Foundation's concept of promoting a better balance between the advance of technology and preservation of the human/natural environment.

\*\*One grant given may be designated as a Jonathan Lindbergh Brown Grant in Adaptive Technology or Biomedical Research. To qualify for this grant designation, a project must seek to redress imbalance between individual human beings and their personal environments.

**2. PROJECT TITLE** -The project title should indicate in the simplest, non-technical terms what the planned project is about. Keep in mind that the title should be stated in terms of the concept of 'balance' but does not need to include the word 'balance.' We request that you develop a title that begins with an action word. For example: "Preserving the Genetic Diversity of the Bolivian Cherimoya Fruit."

**3. PRINCIPAL INVESTIGATOR** -The primary individual actually doing the proposed work should be identified as the Principal Investigator. (For administrative purposes, please list one name only. Indicate additional investigators under no. 16.) As the Foundation has no educational requirements for who may be a P.I., students conducting research under the supervision of a professor should apply directly. Citizens of all countries are eligible.

**4. ORGANIZATION OF AFFILIATION** -The Lindbergh Foundation welcomes candidates who may or may not be affiliated with an academic, non-profit, or for-profit organization. Grants are awarded to individuals for research and educational programs, not to affiliated organizations for institutional programs. If an affiliated organization is indicated in no. 4, a signature of an official is required in no. 8.

**5. AMOUNT OF FUNDING REQUESTED** - Lindbergh Grants are awarded in amounts up to \$10,580. Grants are not renewable for subsequent years.

**6. DATES OF PROJECT** -Selection of grant recipients will be made no later than April 15, 2011. Funding is generally available in July. It is preferred that project dates be limited to one year (i.e. June 1 -May 31). If, for example, the nature of the project requires two field seasons, one year apart, an extended period for research is appropriate and should be indicated in the application.

**7. ENDORSERS** -Each applicant must select two persons to endorse his or her project/application. An endorser should be someone who knows you and/or your work, similar to a job reference. You should select endorsers who are familiar with your project and can describe its merits. An endorser should not be someone who will be receiving financial gain from the funding of the project or have any other potential conflict of interest.

**8. SIGNATURES** - The signature of the P.I. must appear in no. 8 on page 2. The signature of an appropriate official (i.e. dean, department chair, president, etc.) of the affiliated organization is required, if applicable. See no. 4. One of the six (6) paper copies required for submission of the grant application must include original signatures. Photocopies are acceptable for the remaining five (5) paper copies.

**9. LINDBERGH GRANTS PROGRAM** - Please indicate how you first learned about the Lindbergh Grants program. Common responses are: colleagues, computer databases, Lindbergh Foundation board members/staff/associates, periodicals, funding directories, previous grant recipients/applicants, university office/faculty, web search, etc.

**INSTRUCTIONS FOR SECTIONS 10-18** - Responses should be limited to the length allotted for each section. (Please use at least a 12-point font and number sections and pages. There are no requirements for font style or line spacing as long as the print and formatting are easily readable.)

**10. BALANCE STATEMENT (300 words or less)** - Provide a concise and non-technical statement introducing your project topic. Communicate how your proposed project balances technological innovation and environmental preservation. Directly state the problem and how the technology in your project is being used in an innovative way to address balance. **Applications that do not clearly reveal how the project and its future results demonstrate a balance between the advancement of technology and the preservation of the human/natural environment are eliminated early in the evaluation process.**

**11. PROJECT SUMMARY (2 pages for A, B, C & D)** - These statements must be in non-technical terms and are crucial in the initial review process by staff and final review process by members of the Lindbergh Foundation Board of Directors. Projects may be in beginning, middle or final stages.

- (A) GLOSSARY: Define up to 5 key terms that are integral to the application/project, but would be unfamiliar to the nonscientist. Use simple, non-technical terms in the 1-2 sentence definition.
- (B) PURPOSE: State the problem your application/project seeks to resolve and your suggested solution.
- (C) PLAN: Summarize how you plan to proceed (full statement should appear in no. 12) and what tangible/measurable results you are anticipating (full statement should appear in no. 13). Address how the solution is attainable through your work.
- (D) BENEFITS: Communicate how your project will benefit people, wildlife, or ecosystems. Indicate what lasting impacts your project can make. Describe how your project will make a difference both locally and globally. Quantify, as much as possible, the benefits your work will provide.

**12. METHODOLOGY (1 - 3 pages)** - Describe in detail how the project will be conducted, including time frame (see no. 6), experimental design and procedure, and method of data collection and analysis, as applicable. You are advised to be thorough but concise in this discussion.

**13. RESULTS/APPLICATION (2 pages)** - Detail what tangible/measurable results you are anticipating, how those results will be analyzed, and how the overall project will be evaluated. State what practical applications your project will offer and outline plans for utilizing the results. You must quantify your results.

**14. BUDGET (1 page):** Include a detailed itemization of anticipated costs of your proposed project. (Any item over \$500 must be listed individually, including equipment.) Grant funds will be considered for supplies and equipment, fieldwork, reasonable secretarial and technical support, salaries for non-faculty individuals (including employee benefits), research assistantships, and other items necessary to the successful completion of the proposed work. Funds will be considered for travel only if necessary for and directly related to a specific project. The Lindbergh Foundation does not support overhead costs of organizations, tuition, or scholarships. Also, specify if the research for which you are applying is dependent upon additional funding, list amounts you are still seeking, and indicate all other sources of funding (received and anticipated). Disclosing this information will not affect the outcome of the selection process. Changes in the budget following submission of the application must be submitted in writing to the Foundation. Expenses incurred outside your budget may not be reimbursed unless prior authorization is secured. Unexpended funds remaining upon completion of your project must be returned to the Lindbergh Foundation.

**15. REVIEW OF LITERATURE (3 pages, including citations):** Provide a summary describing the research that is already in place, most recent advances made in your area of work, and how your proposed work will contribute. Originality and innovation are important factors in the review process. Also provide a listing of literature cited.

**16. PERSONNEL (1 summary page, plus CV attachments):** On the summary page, include a listing of all personnel working on the proposed project, how they will participate, and the amount of time each person will be spending on the project. Attach an abbreviated (1-2 pages) curriculum vitae and a list of relevant publications for the Principal Investigator (P.I.) and one or two other professional personnel. (See no. 3 for information on who may be a P.I.) For non-U.S. citizens, please indicate country of citizenship, type of visa if U.S., and place of birth.

**17. SUPPORTING MATERIALS (optional):** Material in support of your project (articles, letters from collaborators/ collaborating institutions, photographs, etc.) may be included as part of your application. Five (5) copies are required for our review process. The Foundation reserves the right to limit the supporting materials forwarded to reviewers. These materials cannot be returned.

**18. ENDORSER'S REPORT FORM:** Send one copy of your grant application to each of the two endorsers you have indicated on page 2 of the Application, along with a copy of the Endorser's Report Form. Applicants must complete the first section of the form prior to sending it to the endorsers. Upon completing the Endorser's Report Form, the endorser should mail five (5) copies of the completed form directly to the Lindbergh Foundation and send one PDF version to [2012App@lindberghfoundation.org](mailto:2012App@lindberghfoundation.org). Having more than two (2) endorsers will not increase your chances of receiving funding. We recommend that you follow up with your endorsers to ensure reports are promptly submitted.