

**Jefferson Science Associates, LLC**  
Managing and Operating the Thomas Jefferson National Accelerator Facility  
for the U.S. Department of Energy

**FY2018 JSA Initiatives Fund Proposal Summary Sheet**

**Proposal title**

**Project Start Date** (month/year)

**Project End Date** (month/year)

New  
proposal

Renewal

**Total funds  
requested**

Total leveraged support / matching  
funds. Details of funds must be  
included in budget proposal.

**To be completed by JSA: Total funds awarded**

**Principal Investigator (PI)**

Institutional affiliation  
Mailing address  
Email / phone #

Co-PI (if more than 1, add  
pages with information)

Institutional affiliation  
Mailing address  
Email / phone #

**Check one category:** If PI is a Lab employee, your identification of the appropriate Associate Director below represents the acknowledgement of that AD with your submittal of proposal. No signature required.

Lab employee: Identify Associate Director (email /  
phone)

Lab user: Identify University affiliation (email / phone)  
Joint appointee: identify University and Lab division  
association (email / phone)

Other: Identify Institutional affiliation (email /  
phone)

**Proposal: Attach file with**

- (1) **Executive summary and technical proposal**
- (2) **Synopsis of scientific, educational, technical, and/or business merits, and alignment with and significance to Lab's current program**
- (3) **Proposed evaluation plan to measure success.** If this is a request for renewal of funds, assessment of prior year performance,

Your proposal may include letters of endorsement and other supporting information (maximum of 12 pages including this summary sheet and budget sheet)

# Budget Proposal

**Proposal Title**

**Principal Investigator (PI)**

**Total funds requested**

**To be completed by JSA: Total funds awarded**

	Item Description		Amount
<p><b>Equipment.</b> Lab users submitting proposals that include equipment to be used at the Lab must review with the appropriate Lab Associate Director. The provision of the name of the AD below represents the AD's acknowledgement. <b>No signature required.</b></p>			
	Associate Director: _____		
	_____	_____	
	_____	_____	
		Subtotal Equipment	
<p><b>Travel Support.</b> Provide break-out of estimates for registration fees, lodging and transportation, catering, and facility charges (room rentals, AV equipment; etc.)</p>			
	_____	_____	
	_____	_____	
	_____	_____	
		Subtotal Travel	
<p><b>Supplies</b></p>			
	_____	_____	
	_____	_____	
		Subtotal Supplies	
<p><b>Consultants/Subcontracts</b></p>			
	_____	_____	
	_____	_____	
		Subtotal Consultants/Subcontracts	
<p><b>Other Expenses.</b> Examples include stipends and honoraria, prizes, awards.</p>			
	_____	_____	
	_____	_____	
		Subtotal Other Expenses	
		<b>Total Budget Proposal</b>	

**Budget Justification:** Include narrative to explain need for each line item in the budget, showing breakdown of calculations used to arrive at the amount in each line of the budget. Note that the JSA Initiatives Fund Program does not support salaries and salary-related expenses, or indirect expenses.

**Leveraged Support/Matching Funds information.** Identify the source, type and amount of dollar funds from each institution. Include **separately** estimated value of in-kind support. Your identification of the authorized representative who has committed institutional support for your proposal represents the acknowledgement of that individual. If support or funds are provided by the Lab, identify the associate director (or equivalent) as the authorized representative. Information may be included on separate page.