

PROPOSAL TEMPLATE INSTRUCTIONS

Formatting Requirements:

Page Margins: Top 1" Right 1" Bottom 1" Left 1"

Font: Arial 10pt.

Length: Ideal length is two pages, but must not exceed three pages

Header should include (and should appear on each page):

- Title of project and project year
- Country/ies and/or tribal or ethnic lands where project will take place
- Nominating college (Lake Forest College)
- Designated project leader name and all student team member names:
 - For each student, please list their home country and home college/university.
- Other committed team members or partner organizations, and their home country and/or location.

Example:

Expanding Access to Community Resources in Rural Vermont, 2025, USA, Lake Forest College

Project Leader: Allie Olson (USA, University of Wisconsin), Team Member: Carrie Pedregosa (USA, University of Illinois Chicago)

Partner Organization: Franklin Grand Isle Bookmobile

Please do not include anywhere on the proposal:

- Logos
- Graphs or charts
- Personal contact information
- Long excerpts from publications
- Photos

Key Points to Address in Your Proposal:

Please feel free to use the **bolded words below** as paragraph headers within your proposal.

- **Project summary:** What issue will be addressed? What approach will be used? With whom will the grantee work? Is there a rationale for these choices?
- **Background:** What is your working definition of peace? What preceded this proposal in terms of personal experience, forming relationships, developing knowledge, and other preparation?
- **Implementation:** What plans have been made for use of funds, use of time, and contingencies?
- **Anticipated Results:** What are the potential short and long-term outcomes for participants, community collaborators, and grantee(s)? How will progress be monitored? How will the project contribute to peace?

We particularly welcome proposals that show evidence of the following:

- Appreciation for and sensitivity to the context, communities, and/or cultures where the project takes place
- Consideration of the dilemmas, challenges, or conflicts that may underlie the targeted issues or selected approaches and how the project engages with it
- Consideration of sustainability and/or scalability of the approach