

Preproposal Form Instructions: Due July 14

FCATP08: Control of Citrus Greening, Canker and Emerging Diseases of Citrus

Adobe Acrobat PDF Forms offer an easy and efficient way to notify the FCPRAC and NAS of your proposal idea. The instructions below explain how to complete and submit the form properly. You can print a blank form and use it for brainstorming before you complete the electronic version. This form is due no later than July 14, 2008. Please review the full Proposal Submissions Guidelines document for more information.

Fields in the Preproposal Form

- **Proposal Title** Enter a clear and concise title for your project.
- **Submit Button** This button may be clicked when the form is complete. This will automatically e-submit to NAS using your email program. If you are unable to submit electronically using this feature, save the form to your local disk and send it as an email attachment to the address below.
- **Principal Investigator** Enter a single point-of-contact that will be heading the project.
- **Email** Use a valid email address for your point-of-contact PI. Email will be an important means of communication within the program, so make sure to double-check the accuracy of your contact email address.
- **Phone** Include your phone number, along with country and city codes.
- **Address** Enter a valid mailing address. Avoid long institutional names and use abbreviations if possible. This will be a secondary means of contact.
- **Today's Date** Enter the date on which you complete and submit your Preproposal.
- **Total Estimated Budget (\$US)** Enter the estimated budget for your project factoring the entire term as noted in Duration. Do not type dollar signs (\$) or commas. Numbers are formatted automatically.
- **Duration (years)** Enter the duration of your project in years.
- **Collaborators** Enter names of your primary collaborators. Secondary collaborators may be included if there is sufficient space. More info may be requested in full proposals later.
- **Purpose and Rationale of Study** Describe in a clear and concise manner the goal of your project. What is the rationale for the study?
- **Technology and Expertise** What are the specific technological requirements and expertise for the project? What is the advantage of your team and resources?
- **Timeline and Milestones** Provide a timeline for the major steps or activities involved.
- **Expected Results and Practical Application** What is the anticipated outcome of the study? How can results from this study be used to control disease? Outline the steps and time required to devise an intervention method that will utilize the findings of your study.

How to Submit Your PDF Preproposal Form

After you complete your PDF form, save a copy to your local disk. Then, click on the E-Submit to NAS button in the upper right. An email will be created containing the proper delivery address and attached Preproposal Form. If your system does not create this email message, manually compose a new message using the address of citrusproposals@nas.edu. Then, attach your saved Preproposal Form and send it off. Be sure to copy yourself in the email message to be sure that it sends correctly.

