PIF Proposal Submission Form

Personal Details

Requests must have the following information:

- Applicant/PI/Team Lead First Name
- Applicant/PI/Team Lead Last Name
- Primary Appointment Title
- College/Unit Name
- Employee ID#
- PI ORCID Number (optional but preferred)
- University Email Address
- Phone Number

Team member(s): Requests must provide the name, email, title, department, and college for the team members who will execute the proposed project.

Please provide the name, email, and affiliation of the team members who will execute the proposed project.
Proposal Details

Proposal Title: State the title of the proposal.

Prior submission: Select Yes or No. Previously submitted proposals are limited to two additional proposal cycles.

Relevant Operational Area (Select all that apply): Requests must be assigned to one or more of the following broad operational areas:

Executive Summary (Maximum 500 words): Requests must contain a short executive summary that describes (i) the project, (ii) a statement of how the proposed project promotes the University’s ambitions for excellence/distinctiveness/inclusivity within the host department and/or college/division and/or support unit, (iii) a statement of the expected impact(s) if the project is successful.
Strategic Alignment (Maximum 250 words): Requests must be assigned to one or more of the following pillars of the strategic plan and must include a clear statement of how the proposed project advances the goals of the strategic plan pillar(s).

Priority Areas of Funding (Maximum 250 words): Requests must be assigned to one or more of the following priorities for funding. Requests must include a statement of how the proposed project meets the priority areas for funding. If the project will increase student success and/or inclusivity, provide baseline data, goals, and implementation plans for the target population.
Project Plan (Maximum 500 words): Requests must include:

- A project plan which includes a project timeline.
- A statement of return of investment and impacts.
- The desired fiscal year for investment. Proposed projects may span more than one fiscal year, but no request may exceed two fiscal years.
- A statement of funding sustainability after the initial investment from the PIF if it is expected to continue past the PIF funding cycle.
- If applicable, requests should describe any other sources of funding to be applied to the proposed project. *Matching funds are welcomed but not required.*
Partnership with the UA Foundation: Please select Yes or No.

Attachments/Upload Files

Project Budget: The Budget Sheet should be uploaded as an Excel file. A budget template is provided but you may use your own Budget Sheet.

Leadership Buy-in: Requests must include signed letters of support from the relevant dept head(s) / chair(s) / director(s) and dean(s) / VP(s), signifying that the project is supported by the relevant campus leaders.

Other Documents: Letter(s) of support from other parties or references may be included (a maximum of 2 (two).
Saving or Submitting Application

Save or Submit Your Application

Click the Save as Draft button if you would like to return later to complete your application (below left). Click the Submit Application button when you are ready to submit your application (below right).

Add Other Email Addresses for Notifications

Use the form below to have other email addresses included on all communications from the competition system.

Enter recipient(s) email address(es):

Separate email addresses with commas

Save as Draft
Submit Application