Broad Institute
SPARC Proposal Instructions

Principal Investigator:
Principal Investigator (PI) must have Broad PI status. If you have questions about PI status, contact Kathryn Link (link@broadinstitute.org). SPARC recognizes that great ideas may come from any part of the Broad and strongly encourages any scientist (with or without PI status) to discuss their potential idea with SPARC (contact Alex Burgin, aburgin@broadinstitute.org).

SPARC recognizes that some projects will scientifically benefit by having Co-Principal Investigators, but also recognizes that multiple PIs can sometimes lead to inefficient decision making, misalignment of goals or poor project execution. SPARC supports applications with Co-PIs but they should be deeply involved in the project and committed to the scientific success of the project. PIs and Co-PIs are equally responsible for presenting project results to the Broad scientific community at the end of the project.

Collaborators:
List key collaborators that are involved in project and essential for project success. It is not necessary to list everyone contributing to the project.

Summary:
In 1 paragraph, summarize the overall goal(s) of the project, and the proposed project plan to achieve those goals. This summary should be written for a general scientific audience.

How does the proposed project benefit the Broad?
In 2 paragraphs for less, describe how the proposed results will benefit the Broad scientific community. SPARC receives many outstanding applications, but with limited funds, needs to prioritize those projects that benefit the community and not just an individual lab.

Project Plan:
In less than 2 pages, describe the project research plan. Because SPARC funds 1-year projects, the project plan should reflect the most critical and catalytic aspects of a project, even if completion of the overall project/goal requires more than 1 year to complete.

Preliminary Budget:
Detailed budgets are not required at the time of submission, but applicants should propose projects that can be accomplished with ~$100,000 (direct costs). List the people expected to work on the proposed project and any requested salary support. Briefly list necessary supplies and any SSF activities. Applicants must consult with Platform Directors before submitting a SPARC proposal that involves any platform support. Final detailed budgets will be developed with the applicant after scientific review by the SPARC committee.

Completed applications should be converted to pdf format and submitted to: **sparcproposals@broadinstitute.org**

Applicants are strongly encouraged to contact Alex Burgin (aburgin@broadinstitute.org) or any member of the SPARC committee to discuss their project ideas prior to preparing a SPARC proposal. Applicants are also strongly encouraged to discuss their proposals with relevant Program and Platform Directors prior to submission.