**GTO Project Narrative Application (Template)**

**Project Information and Summary of Application (No more than 1 page, option to be in slide format)**

* Project Title
* Provide a simple, plain language, description of your project proposal, including your total proposal budget from DOE (including any funding that will come from non-federal sources). What problem is it seeking to address? What key considerations inform the scope and approach of this project?

**Project Proposal (2-5 pages)**

* List the goals of the project and describe how they align with the objectives of this funding opportunity. Include metrics (or other mechanisms to demonstrate success) for each goal.
* Please describe the technical scope and objectives of the proposed project including workplan, tasks, resource requirements, collaborating organizations, geographic area(s) of interest, and types of data to be collected.
* Describe identified risks, mitigations, and critical decision points in the project. Include a description of any anticipated environmental review and permitting processes that will be required.
* Describe the impact of the proposed project. What gaps will be filled/problems will be solved if it were implemented?
* Provide a project schedule for the entire project including milestones, tasks, subtasks, durations, decision points, submission of data deliverables and expected embargo periods. (Optional: Download and fill out the template to create a Gantt chart and upload in the at the end of the application. The template is optional for use, but the information in Gantt template is required.)

**Team Members & Resources (1-2 pages)**

* Provide a summary of qualifications, relevant expertise, experiences and time commitment of key individuals of the lead organization and partners.
* Describe the facilities and equipment that will support the work.
* For multi-organizational projects, describe the roles, responsibilities, and work to be performed by each organization and how communications will be maintained among project partners.
* Upload letters of support and commitment from program partners in the field at the end of the application. These letters do not count towards page or word limits.

**Budget Overview (1 page)**

* Provide an overview of your budget. Provide more information on the budget of the proposed project using the template budget workbook. Include work to be performed by the prime recipient, contractors, and partner organizations required to complete the project. Include a description of any non-federal sources of funding that will be used.
	+ Note: This opportunity is milestone-based and Connectwerx will release funds upon completion of milestones. Please design the budget based on tasks and milestones, not reimbursable costs.
* Please describe the impact that DOE funding will have on the project implementation and/or would enable work that otherwise would not take place.
* Please complete and upload the Budget Workbook using the supplied .xls template.