

Office of Research & Economic Development

ADECA RHTP Internal Competition Guidelines



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Application Requirements

All pre-proposals must follow these formatting and structure rules.

Eligibility

The University of South Alabama and USA Health are eligible entities to submit to this opportunity. Questions about individual eligibility should be directed to the relevant college's research dean.

Formatting

- Use 1" margins on all sides.
- Use single spacing.
- Use a font size of 11 point or larger.
- Combine all parts into a single PDF document.

Page Constraints and Structure

- Page 1 (Cover Sheet): Include your name, department, and proposal title.
- Pages 2 & 3 (Project Description): Describe the project's objectives, methods, analysis, significance, and anticipated impact. This description must directly address the key requirements of the sponsor's funding opportunity (see the "Purpose" section of the relevant Program Overview). If the opportunity includes a collaboration, your description should identify the partner(s). **This section must not exceed two pages total.**
- Page 4 (Budget and Justification): Provide a draft budget and a brief justification of major expenses. **This section must not exceed one page.**
- Pages 5 & 6 (Biosketch/CV): Provide a brief biosketch or CV of **one to no more than two pages** for the project lead.
- **TOTAL PAGE LIMIT: The entire pre-proposal package must not exceed six pages.**

Submitting Your Application

- Combine all parts into a single PDF document.
- Fill out the form and upload your PDF at the submission portal. University SSO login required.