



Hello,

Thank you for submitting your funding proposal. The following information and guidelines will help you with your submission, and will help Brewers Association ("BA") staff and Technical Committee ("TC") members with their evaluation.

Budget Year: The BA budget year runs from January 1 thru December 31

Duration of Funding: Funding commitments are one year in duration. Continuing funding for projects requiring more than one year to complete will be evaluated on a yearly basis.

Funding Process

July 31: Proposal deadline for funding in following year

July 31: Deadline for current year project status reports for multi-year requests

September – October: Proposals evaluated, applicants notified as to status (not likely to fund, possibly funded)

November – December: Proposals budgeted, budget approved, project expenditures approved

Late December/Early January: Applicants notified (funding committed, funding not committed)

Submission Process: Proposals are collected online [insert link]. Please be prepared to submit the following information –

Researcher or Service Provider Demographic Information – information about you

*First Name

*Last Name

*Email Address

*Preferred Phone Number

*Title

*Organization/Affiliation

*Street Address 1

Street Address 2

*City

*State/Province

*Country

*Postal Code

Funding Administrator Demographic Information – information used by us to facilitate sending funds. This is the individual we would contact in order to submit funding, along with their exact contact information.

*First Name

*Last Name

*Email Address

*Preferred Phone Number

*Title

*Organization/Affiliation

*Street Address 1

Street Address 2

*City

*State/Province

*Country

*Postal Code

* Project Name and Number to Reference in letter and on payment

*General area of focus

Previously Funded Ongoing Project: please identify

Barley/Malt

Hops

Safety

Sustainability

Draught Beer Quality

RFP: please identify

Other: please describe

Project Title – A concise title of the project in 30 words or less

Anticipated Length of Project in years

Total Amount Requested for upcoming budget year

Desired Timing and Amount(s) of funding disbursements

Anticipated Total Project Amount for all years

Executive Summary, Introduction and Justification – provide 1-3 paragraphs briefly describing the problem or needed service, and explaining how the proposed research or service will solve the problem or fill the need

Objectives for upcoming year

Procedures or Methods for meeting Objectives

Deliverables, Outcomes, Impacts – please describe deliverables, and explain how and when you will notify BA of progress and goals achieved

Budget for Upcoming Year:

Salary(ies) total: \$ input box

Employee Benefits/fringe rate total: \$ input box

Travel total: \$ input box

Supplies total: \$ input box

Other total: \$ input box

Details explaining any budget items you care to provide (this is an open ended text box)

Assuming the proposal is funded by BA, please identify the funding scenario that most accurately describes the overall funding situation of the project:

- BA funding is the sole source of funding for this project
- BA funding will be used to match other funds already committed
- “please explain” (and a text box for description of other funds)
- BA funding used as in kind funds to seek other funds not already committed
- “please explain” (and a text box for description of other funds which will be sought after)

Assuming the BA is not able to fulfill the entire funding request, what is the minimum funding level required for the research to be conducted?:

Personnel participating in project and their qualifications

Other text or resources pertaining to the project
(open ended text box for verbiage and links)

Uploads – photos, pdf’s

Thank you for your proposal.