

This form is provided as a guideline.

All project applications must be submitted electronically: [Research Grant Application](#)



RESEARCH GRANT APPLICATION (SAMPLE)

The information supplied is limited to the space provided and submitted on this form. An application received in any other format will not be accepted. Additional attachments are not permitted.

General Information about Your Project

Research project title															
Benefiting/Host Park where the research will be conducted															
Will additional WNP-partner parks be involved in the project?	☐ Yes ☐ No <i>If yes, list the additional parks involved in the project and upload a signed approval letter from the superintendent of each additional park in PDF format.</i>														
Project duration	☐ 1 Year ☐ 2 Years ☐ 3 Years														
Project start date	<i>Project start date must be between April 1, 2027, and September 30, 2027.</i>														
Projected project completion date															
Funding summary (Enter 0 if year 2 and/or 3 are not applicable)															
<table border="1"><thead><tr><th></th><th>Funding Requested from WNP</th></tr></thead><tbody><tr><td>Year 1</td><td>\$</td></tr><tr><td>Year 2</td><td>\$</td></tr><tr><td>Year 3</td><td>\$</td></tr><tr><td colspan="2"></td></tr><tr><td>Total Project Funding Requested from WNP</td><td>\$</td></tr><tr><td>Total Project Cash/In-Kind Contributions</td><td>\$</td></tr></tbody></table>			Funding Requested from WNP	Year 1	\$	Year 2	\$	Year 3	\$			Total Project Funding Requested from WNP	\$	Total Project Cash/In-Kind Contributions	\$
	Funding Requested from WNP														
Year 1	\$														
Year 2	\$														
Year 3	\$														
Total Project Funding Requested from WNP	\$														
Total Project Cash/In-Kind Contributions	\$														

ABSTRACT

Provide a concise summary of the proposed research project, including the **what** (the research focus), **why** (the purpose and significance of the research), **where** (the location(s), park(s), or resources involved), **how** (the general approach or methods), and **what** (the anticipated outcomes, findings, or products). [RESPONSE LIMITED TO 300 WORDS](#)

Is this application requesting seed funding for a larger project proposed to another funding agency or augmenting an already funded or proposed non-WNP project? [YES/NO](#)

If yes, explain the relationship between the proposed research and the larger, funded, or proposed project. [RESPONSE LIMITED TO 250 WORDS](#)

Tell Us about Your Project

PROJECT JUSTIFICATION AND SIGNIFICANCE

The benefiting/host park should answer these questions:

1. Identify where this project ranks in the submitting park's research priorities for all funding sources. [RESPONSE LIMITED TO 75 WORDS](#)
2. Are National Park Service-appropriated funds available for the project? [YES/NO](#)
3. If the park did not solicit this proposal, explain why the project is important to the park. If not applicable, insert N/A. [RESPONSE LIMITED TO 100 WORDS](#)
4. Describe how this research enriches visitors' understanding of the park's complex histories and ecological challenges. [RESPONSE LIMITED TO 100 WORDS](#)
5. Explain the implications for interpretation and resource management. [RESPONSE LIMITED TO 100 WORDS](#)
6. Outline how the research will benefit park visitors. [RESPONSE LIMITED TO 100 WORDS](#)

RESEARCH OBJECTIVES, DESIGN, AND METHODOLOGY

Be concise. Describe the project’s overall research objectives, design, and methodology. Include the facilities, sites, resources, and/or partners to be used. [RESPONSE LIMITED TO 1,000 WORDS](#)

****APPLICABLE ONLY TO MULTIYEAR PROJECTS****

MULTIYEAR RESEARCH PLAN
Research Objectives, Design, and Methodology
Be concise. Describe the project’s overall research objectives, design, and methodology. Include the facilities, sites, resources, and/or partners to be used. **Do not provide a year-by-year project timeline or breakdown in this section.** [RESPONSE LIMITED TO 1,000 WORDS](#)

Objectives, Activities, and Expected Outcomes by Year
Describe the objectives, primary activities, and expected outcomes for each year of the project. Explain how the work will progress across the funding period and build toward the overall project goals. [RESPONSE LIMITED TO 500 WORDS](#)

Project Justification and Timeline
Explain why this project requires multiple years of funding rather than completion within a single year. Describe how the proposed timeline supports achievement of the project objectives. [RESPONSE LIMITED TO 250 WORDS](#)

Site and Task Prioritization
If the project includes multiple research sites, activities, or project phases, describe how research sites, activities, or project tasks will be prioritized and sequenced across applicable project years. If not applicable, insert N/A. [RESPONSE LIMITED TO 250 WORDS](#)

RESEARCH IMPACT AND APPLICATION

1. Describe the potential for this research to have impact or implications beyond the park (e.g., relevance to other NPS units, contribution to broader scientific or historical understanding, or regional/national significance). [RESPONSE LIMITED TO 150 WORDS](#)
2. Explain how the research will enhance the interpretive mission of the park. [RESPONSE LIMITED TO 150 WORDS](#)
3. Outline the plan for an interpretation-related product of the research. [RESPONSE LIMITED TO 150 WORDS](#)
4. Describe anticipated research product(s) and/or dissemination material(s) of the research (articles, theses, maps, checklists, datasets, reports, etc.). [RESPONSE LIMITED TO 150 WORDS](#)

CULTURAL HERITAGE AND COMMUNITY ENGAGEMENT

This optional section provides an opportunity to describe how the research project will engage local, tribal, and/or underrepresented communities, demonstrate respect for ecological and cultural knowledge, and advance accessibility and opportunities within the park.

1. Describe how the research project will foster stronger connections between the National Park Service and local, tribal, and/or underrepresented communities. If not applicable, insert N/A. [RESPONSE LIMITED TO 100 WORDS](#)
2. Explain how the project will demonstrate and/or cultivate cultural awareness and respect for the ecological and cultural knowledge of local, tribal, and/or underrepresented communities. If not applicable, insert N/A. [RESPONSE LIMITED TO 100 WORDS](#)
3. Outline how the research will contribute to advancing accessibility and improving opportunities within the park, both currently and in the future. If not applicable, insert N/A. [RESPONSE LIMITED TO 100 WORDS](#)

Who Is Involved with Your Project

PRINCIPAL INVESTIGATOR(S)

Primary principal investigator (PI)/project lead	First & last name Company/organization name Address, city, state, zip Phone/Email	
Additional principal investigators	First & last name Company/organization name Address, city, state, zip Phone/Email	The online form allows for a total of 4 additional PIs requiring all contact information as noted here.

QUALIFICATIONS OF THE PI(s) CONDUCTING THE RESEARCH

List only those qualifications directly related to this application. Include a list of other WNP-funded research conducted by the PI(s). [RESPONSE LIMITED TO 500 WORDS](#)

BENEFITING/HOST PARK CONTACT(S)

Superintendent	First & last name Enter Status: Permanent or Acting Park name Address, city, state, zip Phone/Email
Head of Resource Management If the park does not have a dedicated Resource Management position, list the staff member responsible for overseeing research activities at the park.	First & last name Title Enter Status: Permanent or Acting Phone/Email If the position is vacant at the time of submission, insert N/A.

Important Clarification Regarding the Superintendent:
If an acting superintendent is serving while a permanent superintendent is on leave or detail, list the permanent superintendent in this section. The acting superintendent may submit the application on the permanent superintendent's behalf. If no permanent superintendent is in place, list the acting superintendent.

List the name(s) of research participant(s) who will acquire advanced degree(s) because of working on this project. If not applicable, insert N/A. [RESPONSE LIMITED TO 75 WORDS](#)

Outline Your Project Costs
BUDGET

Priority will be given to those applications where matching cash or in-kind contributions are included. It is very important to note any matching or in-kind funds in the budget.

PERSONNEL AND HONORARIA

How many Principal Investigator(s) will receive funds from WNP or contribute cash/in-kind to the project (excluding individuals receiving a stipend or honorarium)? ☐ None ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5
If 1–5, complete the Principal Investigator Budget section below.

Principal Investigator(s)

Clearly describe the specific duties each PI will perform and their expected deliverables. Cash or in-kind contributions do not require separate explanation beyond the amount, type, and source as noted. **Do not** include travel expenses in personnel costs. Travel expenses should be entered in the Travel and Subsistence section under Other Expenses.

Note: Online form is limited to 5 principal investigators.				
First & last name and affiliated organization/institution	Specific duties this PI will perform	Expected deliverables	Funds requested from WNP	Cash/in-kind contribution(s): amount, type, and source
			\$	\$
Total Principal Investigator(s) Personnel			\$	\$

Sum the totals for all principal investigator(s) personnel.

If any PI is being compensated as a consultant, include that compensation here as part of their personnel cost. If any PI is affiliated with a nonprofit, university, tribal organization, or private company and funds requested from WNP represent consulting fees (not in-kind time), clearly state: (1) the fee structure — hourly rate × hours, or fixed fee; (2) a clear and concise scope of work tied to the fee; and (3) confirmation that this is **not** compensation for the PI's regular organizational duties or salary. Use the Consulting Services category under Other Expenses only for outside consultants or experts who are not otherwise listed as a PI. If not applicable, insert N/A. [RESPONSE LIMITED TO 200 WORDS](#)

How many Supporting Personnel will be directly engaged in the project and either receive funds from WNP or contribute cash/in-kind to the project (excluding individuals receiving a stipend or honorarium)? ☐ None ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5
If 1–5, complete the Supporting Personnel Budget section below.

Supporting Personnel

List individuals directly engaged to work on this project (e.g., park staff, research technicians hired through conservation organizations, etc.). Clearly describe the specific duties each individual will perform and their expected deliverables. Cash or in-kind contributions do not require separate explanation beyond the amount, type, and source as noted. **Do not** list anyone receiving a stipend or honorarium here. **Do not** include travel expenses in personnel costs. Travel expenses should be entered in the Travel and Subsistence section under Other Expenses.

Note: Online form is limited to 5 supporting personnel.

First & last name and affiliated organization/institution	Specific duties this individual will perform	Expected deliverables	Funds requested from WNP	Cash/in-kind contribution(s): amount, type, and source
			\$	\$

Total Supporting Personnel	\$	\$
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Sum the totals for all supporting personnel.

If any supporting personnel is being compensated as a consultant, include that compensation here as part of their personnel cost. If anyone is affiliated with a nonprofit, university, tribal organization, or private company and funds requested from WNP represent consulting fees (not in-kind time), clearly state: (1) the fee structure — hourly rate × hours, or fixed fee; (2) a clear and concise scope of work tied to the fee; and (3) confirmation that this is not compensation for this individual's regular organizational duties or salary. WNP does not fund salaries, wages, or fringe benefits for personnel regardless of employer. Use the Consulting Services category under Other Expenses only for outside consultants or experts who are not otherwise listed as a PI or Supporting Personnel. If not applicable, insert N/A. [RESPONSE LIMITED TO 200 WORDS](#)

How many individuals will receive a stipend funded by WNP for their participation in this project? ☐ None ☐ 1 ☐ 2 ☐ 3 ☐ 4
If 1–4, complete the Stipend Personnel Budget section below.

APPLICABLE ONLY TO PROJECTS WITH STIPEND PERSONNEL

Stipend Personnel

Stipends cover reasonable living expenses, travel, and other direct project-participation costs. Stipends are **not** salaries or wages and must not include fringe benefits. Lump-sum amounts without a category breakdown will not be accepted. If an expense is not applicable, insert 0.

Note: Online form is limited to 4 stipend recipients.

First & last name		Food (\$/month)	\$
Position/role		Transportation (\$/month)	\$
Describe the duties to be performed		Other direct project-participation costs (\$/month)	\$
Outline the deliverables		Monthly total	\$
Explain the purpose of the stipend		Number of months	\$
Housing (\$/month)	\$	Total stipend amount	\$ Multiple monthly total by number of months

Total Stipend Personnel / Funds requested from WNP	\$
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Sum the totals for all stipend personnel.

Explain any direct project-participation costs identified in the stipend personnel breakdowns. If none are identified, insert N/A. [RESPONSE LIMITED TO 150 WORDS.](#)

☐ I confirm these stipends cover only reasonable living expenses, travel, and direct project-participation costs, and **do not** constitute salary, wages, or fringe benefits.

How many individuals will receive an honorarium funded by WNP for their participation in this project?
☐ None ☐ 1 ☐ 2 ☐ 3 ☐ 4
If 1–4, complete the Honoraria Budget section below.

****APPLICABLE ONLY TO PROJECTS WITH HONORARIA******Honoraria**

Identify individuals, tribes, or organizations receiving an honorarium in connection with the project (e.g., tribal elders, knowledge holders, or cultural consultants). Honoraria are not salary, wages, consulting fees, or fringe benefits and do not require an itemized cost breakdown. Clearly describe each recipient's role, purpose of the honorarium, and total amount. If an honorarium includes travel, identify the amount allocated to travel and what it covers. Travel expenses not included in an honorarium must be entered in the Travel and Subsistence section under Other Expenses. Cash or in-kind contributions require only the amount, type, and source as noted. If not applicable, enter 0.

Note: Online form is limited to 4 honoraria recipients.

	Applicant Responses
First & last name OR tribe/organization	
Recipient's role in the project	
Purpose of honorarium	
Does the honorarium include travel expenses? Yes/No	
If yes, provide the amount of honorarium allocated to travel and identify the travel expenses covered. If no, insert N/A.	
Honorarium—Funds requested from WNP	\$
Cash/in-kind contribution(s): amount, type, and source	\$

Total Honoraria / Funds requested from WNP

\$

Sum the totals for all honoraria.

Total Cash/In-Kind Contributions

\$

TOTAL PERSONNEL AND HONORARIA

	Funds requested from WNP	Cash/in-kind contribution(s)
Principal Investigators(s)	\$	\$
Supporting Personnel	\$	\$
Stipend Personnel	\$	\$
Honoraria	\$	\$
Total Personnel and Honoraria Costs	\$	\$

OTHER EXPENSES

If a section is not applicable, enter 0. Cash or in-kind contributions do not require separate explanation beyond the amount, type, and source noted below. **Do not** include expenses already reported in the Personnel and Honoraria section, including Principal Investigators, Supporting Personnel, Stipends, and Honoraria.

Category	Funds requested from WNP	Cash/in-kind contribution(s): amount, type, and source
Supplies and materials	\$	\$
Consulting services	\$	\$
Computer services	\$	\$
Subcontracts/facilities	\$	\$
Equipment	\$	\$
Travel and subsistence	\$	\$
Other	\$	\$ Note: Online form is limited to 3 "Other" entries.

Total Other Expenses	\$	\$
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The sections below correspond to the categories above. Complete only the ones that apply to your budget; insert N/A for any that do not apply.

Supplies and Materials: Required if the budget amount exceeds \$3,500. Provide an itemized list of costs that sums to the total requested from WNP. Applications without the required itemized detail will not be accepted. [RESPONSE LIMITED TO 150 WORDS](#)

Consulting Services: Use this category only for outside consultants or experts engaged for a specific scope of work who are **not** already listed as a PI or Supporting Personnel. If a PI or Supporting Personnel member is being compensated for consulting-type

work, list that fee under Personnel instead. For consultants listed here, identify the organization(s) and/or individual(s) providing services, and describe their role, responsibilities, expected deliverables, and the consulting fee(s) per person. [RESPONSE LIMITED TO 200 WORDS](#)

Subcontracts/Facilities: Identify the subcontractors and/or facilities performing work under this project. Describe the service(s) provided, the cost per subcontractor/facility, and justification for why the work is being subcontracted. [RESPONSE LIMITED TO 200 WORDS](#)

Equipment: Itemize any equipment purchases over \$500. Include the purpose of each item, how it supports the project, and who retains ownership of the item after the project is completed. [RESPONSE LIMITED TO 150 WORDS](#)

If Travel and Subsistence funds are being requested from WNP in the project budget, how many travelers will there be?
☐ No Funds Requested from WNP ☐ 1 ☐ 2 ☐ 3 ☐ 4
If 1-4, complete the next section.

Travel and Subsistence: Outline travel plans, including destination, purpose, duration, traveler(s), and a breakdown of anticipated costs (e.g., lodging, meals, transportation). Include travel and subsistence expenses for the Principal Investigator(s), supporting personnel, and other individuals involved in the project, as applicable. **Do not** include travel expenses covered by an honorarium or stipend in this section.

Note: Online form is limited to 4 travelers.			
Traveler Information	Applicant Response	Expense	Amount
First & last name(s) → traveler(s)		Lodging	\$
Destination → location		Meals/Per Diem	\$
Purpose of travel → description		Transportation	\$
Duration → number of days		Additional travel expenses; sum and explanation	\$
			Total Traveler Expense—Funds requested from WNP
			\$

Total Travel and Subsistence Expenses / Funds requested from WNP	\$
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Sum the total for all travelers which should match the amount requested from WNP in the project budget.

If the Travel and Subsistence budget exceeds 25% of the project's total budget, provide a strong justification for why alternative approaches (e.g., fewer trips, virtual coordination, shared travel) were not feasible. [RESPONSE LIMITED TO 75 WORDS](#)

Other: Explain any expenses listed under the “Other” category, including the purpose of each expense and why it does not fit into the standard budget categories. [RESPONSE LIMITED TO 150 WORDS](#)

TOTAL PROJECT BUDGET

The total funds requested from WNP and total cash/in-kind contributions should match the corresponding totals in the Funding Summary on page 1.

Sum of Total Personnel and Total Other Expenses = Total Project Budget

	Funds Requested from WNP	Cash/In-Kind Contribution(s)
Total Project Budget	\$	\$

****APPLICABLE ONLY TO MULTIYEAR PROJECTS****

MULTIYEAR BUDGET ALLOCATION

Projects requesting two or three years of funding will complete the detailed budget for the full project period in the previous section.

The summary table below will be used to **allocate the total WNP funding requested** by budget category across the project years. Enter 0 for any category that does not apply. No additional explanation is required.

Category	Year 1 Budget Funds requested from WNP	Year 2 Budget Funds requested from WNP	Year 3 Budget Funds requested from WNP
Personnel and Honoraria			
Principal Investigator(s)	\$	\$	\$
Supporting Personnel	\$	\$	\$
Stipend Personnel	\$	\$	\$
Honoraria	\$	\$	\$
Total Personnel and Honoraria	\$	\$	\$
Other Expenses			
Supplies and materials			
Consulting services	\$	\$	\$
Computer services		\$	\$
Subcontracts/facilities	\$	\$	\$
Equipment	\$	\$	\$
Travel and subsistence	\$	\$	\$
Other	\$	\$	\$
Other	\$	\$	\$
Other	\$	\$	\$
Total Other Expenses	\$	\$	\$

Total Funding Requested from WNP by Year	\$	\$	\$
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Total Project Funding Requested from WNP — Multiyear Project	\$
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Note: The sum of the funding amounts for all project years must match the Total Project Funding Requested from WNP in the Funding Summary on page 1 and the Total Project Funding Requested from WNP in the detailed project budget.

Thank you for submitting your research project for consideration.

ACKNOWLEDGED AND SUBMITTED ON BEHALF OF THE BENEFITING/HOST PARK:

1. Western National Parks Association d/b/a Western National Parks (WNP) is the grant funder (grantor).
2. The benefiting/host park is the grant awardee (grantee).
3. Applications must reflect a project start date no earlier than April 1, 2027, and no later than September 30, 2027.
4. Salaries, wages, and fringe benefits are strictly ineligible expenses. Any application including these expenses will be disqualified from funding consideration.
5. Approval of an application does not guarantee funding.
 - a. If selected, the benefiting/host park will receive the 2027 Research Grant Awardee Handbook, which includes the grant agreement, fund disbursement schedule, stipulations, and full terms and conditions. This handbook requires electronic signatures from the park superintendent, resource management representative, and primary principal investigator to finalize the grant award. Terms outlined in the handbook are final and **may not** be modified.
 - b. If awarded a research grant, but the park is unable to accept grant checks directly, the park may be required to identify a regional National Park Service office authorized to receive grant fund disbursements on its behalf in order to satisfy the grant payee stipulation outlined in the handbook.

If awarded a research grant, does the park have the ability to accept grant checks directly for fund disbursement? YES/NO

Who is submitting this application? ☐ Park Superintendent ☐ Acting Park Superintendent

If Acting Park Superintendent is selected: Is the Acting Park Superintendent the same individual identified earlier as the Benefiting/Host Park Superintendent? YES/NO

If No, the following information is required: First and last name, title, phone, and email.

☐ **I affirm** that I am the park superintendent or acting superintendent and am authorized to submit this research project application on behalf of the park in accordance with the WNP RFP guidelines. I understand that applications not submitted by the park superintendent or acting superintendent will not be considered for funding.

☐ **I acknowledge** that I have reviewed the WNP 2027 Research Grant Awardee Handbook sample draft included with the RFP and understand that the fund disbursement schedule, terms, conditions, and guidelines apply consistently across all grant awards. I confirm that the proposed project budget and timeline account for these requirements.

By submitting this application, I confirm that I have reviewed and agree to the terms outlined in items 1–5 above. I further confirm that I have reviewed the information provided in this application, that the resource management representative noted herein has reviewed this application, and that we both support its submission to WNP for consideration.

ELECTRONIC SIGNATURE	SUBMISSION DATE
Signature: Benefiting/Host Park Superintendent or Acting Superintendent	Date automatically records upon submission