

Research Summary – for Fundraisers/Donors

Use this template to generate a one-page summary for sharing with internal development staff to generate interest in your work. Be careful not to include confidential/proprietary details.

Header/title of the research area:

Mission: [Insert compelling, clear mission of the program or a specific research project]

Principal Investigator: [Name, Title, Affiliation]

Contact Information: [Email, Phone Number, Website]

Research Overview: [Brief, 2-3 sentence summary that conveys the core purpose and significance of the project or program. Focus on the big-picture impact and why it matters (if successful, then what?).]

The Problem We Address: [Describe the challenge or knowledge gap your research aims to address. Why is this problem significant, and what are the potential consequences if left unresolved?]

Our Approach: [Explain the innovative methods, techniques, or frameworks you're using to address the problem. Highlight unique aspects that differentiate your work from others in the field.]

As a partner in [catchy name], you will have impacts on:

1. **Impact related to knowledge/health/community** – [Specifically state what the anticipated impact(s) will be.]
2. **Impact on the institution** – [What is the benefit to the institution? E.g., many donors are proud of their alma maters, and this should speak to them.]

Budget: [List a specific requested amount – e.g., \$1 million USD]

Where your [\$X] investment will go:

Name of study (time period and amount – e.g., 1 year, \$250,000). [Brief description of study in 2-4 sentences and the impact]. *Budget category 1: \$X USD. Budget category 2: \$X USD, etc. so that the total investment is accounted for. E.g., . Samples collection: \$50,000; personnel: \$100,000; Laboratory analysis and computing: \$100,000.]*

List 2-5 studies with varying amount of dollar contributions

Discuss further: *We welcome the opportunity to discuss this work further and explore potential funding opportunities. Please feel free to reach out at [insert contact details] to set up a meeting or request additional information.*