



ExFAB User Projects – Proposal Guidelines

All project proposals must include the following sections. You may also include supplementary materials such as images, charts, tables, and references. All proposals should be 1-6 pages in length and submitted in Microsoft Word or PDF format.

1. **Identifying details.** Include a project title, indicate the project level (Exploratory, Developmental, or Full), list authors and affiliation(s), and include the submission date.
2. **Objective.** Provide a 2-3 sentence objective that include both your general motive and specific experimental goal(s).
3. **Background and justification.** Explain how the proposed work will advance knowledge in microbial Biosynthesis, Bioremediation, or Rules of Life. Discuss the work's connection to extreme/exceptional microbes.
4. **Methods.** Describe the proposed experiments to be conducted at ExFAB. Include details such as sample numbers, equipment used, and special reagents or consumables. Specify a project timeline, including any preparatory steps to be conducted outside of ExFAB, and indicate the earliest possible start date for this work.
5. **Personnel.** If you or a member of your lab intend(s) to conduct work at ExFAB, please: list the lab personnel involved and state their general level of lab experience, their experience with the proposed techniques, and what degree of training they will require from ExFAB staff.
6. **Anticipated outcomes.** Highlight any new protocols or workflows that will be developed during your project. Explain how the proposed work will benefit the ExFAB community (e.g. through the creation of knowledge, data, or tools).