



Proposal Submission Instructions

Thank you for your interest in applying for the Federation of American Scientists' Senior Fellows Program. Below please find a template to help you develop your submission. Please be sure to address the following prompts within the 2-page limit. An additional page may be used for the timeline and milestones..

Proposal Components

Your proposal should clearly articulate a scope of work that is feasible to carry out during the six months of the Senior Fellows Program.

1. Title

10 words or less.

2. Bottom Line Up Front (BLUF)

Please include a 1-2 sentence summary of your proposal (e.g. to do what; in how much time; with what cost), including what type of idea it is.

Types of Ideas

- New ideas:
 - based on your experience in policy, something that needs to exist;
 - something you never got to deploy;
 - building for an evolving political landscape in 2 or 4 years
- Existing ideas: how to continue work you already started (either in new administration; state-local; international; outside effort) and why that matters
- Harm mitigation: how do you use your expertise to ensure that potential harm is mitigated or eliminated
- Capturing knowledge: what do you want to ensure is not lost, how can it be shared and carried forward outside of government (exit interview / playbooks / coaching others)

3. Proposal Description

This section should contain the bulk of your proposal. Please use this section to expand on the 1-sentence BLUF prompt above.

- What is your idea and/or the problem you are trying to solve and why are you best positioned to execute this proposal?
- What is your plan of action to achieve your proposed goal?
- How does your project align with [FAS portfolios and priorities](#)? (If your idea doesn't directly align with FAS priorities, convince us why we should pursue it anyway.)
- What are the most promising opportunities and most concerning challenges to achieving your goals?
- What is the impact you hope to achieve?
- What are the major milestones you need to reach to accomplish your plan of action? This should include associated activities as described below .

Types of associated activities

A core component of the scope of work is dissemination. You will be building momentum on this project and we want you to regularly share what you are up to! Senior Fellows will be heavily involved in FAS activities, in addition to developing opportunities to convene, discuss, and disseminate project goals and topics. Senior Fellows are expected to lead the below activities, with support from FAS staff. As part of this engagement strategy, Senior Fellows should plan to include descriptions of the following elements in their proposal.

- at least 2 external convenings based on topics in proposal
- at least 3 internal staff engagement activities, (e.g. a “lunch and learn”, SME presentation, and/or social engagement)
- at least 3 publishable pieces of collateral (e.g. memo, blog post, interview, blurb)

Applicants should feel free to include ideas and plans for public engagement, which can include social media and/or engaging with our Day One Project.