Each project must submit a written report (maximum 10 pages) which meets the standards outlined below.

**Title Page** (1 page maximum)

- *Project Title*: Total title not to exceed 125 characters.
- *Lead Author/Contact Name*: Please indicate a primary contact.
- *Email address*: Please ensure email address provided is valid for a minimum of one year following submission of your project. If you are graduating, we advise using a personal email address which will not expire when you complete your program.
- *Additional Authors*: All authors should be included on the submission. Please check spelling of all names for accuracy.
- *University Affiliation and URL*: Please name the university where you are completing your academic program, and provide a URL to identify the university and/or program.
- *Program Type*: Please identify the type of program in which you are enrolled. For multidisciplinary teams, you may list more than one option.
- *Faculty Supervisor(s) Name and Email*: Please name the faculty member(s) who is/are supervising your research/design project. Provide a contact email for at least one of your faculty supervisors – if your entry is being considered for the award, the faculty member will be asked to verify that students carried out the majority of the work reported in the paper.

**Main Document** (6 pages maximum)

Content: Each of the following content areas should be addressed. Each content area has a suggested maximum of one page, however this is meant only as a guideline.

- Problem Statement/Research Question and Background
- Methods/Approach/Solutions Considered
- Results
  - For research projects, provide
    - Information on the results of your research
  - For design projects, provide
    - Description of Final Approach and Design
    - Outcome (Results of any outcomes testing and/or user feedback)
- Significance
- Links to websites, videos, etc
  - Entrants are strongly encouraged to make supplemental materials available (by providing website links), as appropriate.
  - Videos should be posted on YouTube and must be captioned.
Supplementary materials (not to exceed 3 pages)

- Acknowledgements and References
- Proposed used of award funds
  - The winning entrant team will receive $2,500 for approved research and development costs (e.g., travel expenses to meet with research partners/potential collaborators, registration and travel expenses to attend conferences).
    - Please provide a paragraph (200 words maximum) describing how your team would use the $2,500 in award funds if you win.
  - The winning entrant team also will receive $1,500 to support attendance at the RESNA conference (travel expenses, hotel, meals, registration).

Format

- 10 pages maximum, 8.5x11in, in PDF Format
- Font size 12 minimum, single space text, minimum 1in margins
- Photos
  - All photos should measure at least 2inx2in