

Title of your project (1 or 2 lines) goes here

First Author, Second Author, Third Author, Fourth Author, Fifth Author

1 Background

This section should fill out the rest of this first page. Make sure to include references using either numerical or author-year citations (default) like [Weart \(2003\)](#) throughout the report, as appropriate. Be mindful of the `\citet` and `\citep` commands and ensure you’re using the right one for your grammatical context.

This template has been tested with Overleaf. This platform is the preferred solution for writing your group’s report, because the University of Waterloo’s license allows for collaborators (i.e., the other members of your group) to contribute to the report simultaneously, provided the source files belong to a University of Waterloo student in your group.

2 Group skills relevant to project

Your “background” section should have enough content that the above “group skills” section header should be pushed down to the very top of page 2. If you need to force it from page 1 to page 2, uncomment the `\newpage` command in the source file. Include 1 paragraph per group member outlining their skills and the role they will have in your mock research project.

3 Actionables and timeline

As above, your “group skills” section should have enough content to push the “actionables” section header to the top of page 3. Describe the goals/objectives/outcomes of your proposed research project. Use the table template shown in Table 1 to populate the timeline of your proposed research project.

Some grants specify deliverables that your proposed research must achieve. If your proposed research would apply for such a grant, make sure this report explains how each deliverable will be satisfied.

4 Budget

The “budget” and “impact” sections should each be about half of the final page of your report. The budget will depend on the type of funding your mock research proposal would apply for. Your group’s co-PI advisor should be able to point your group to a funding source relevant to your project. The exercise here is to propose a budget that adheres to a given source’s requirements (this could include amounts for equipment, compute time, travel in the field, stipends, etc.).

5 Impact

Describe why your group’s proposed research project will benefit the field and the broader scientific community. This is your last opportunity to communicate the importance of your proposed research.

Dates	Activity	Person responsible
Sept.–Dec., 2026	Derive and analyze equations	F. Baggins
Jan.–Apr., 2027	Write and debug numerical code	S. Gamgee
May–Jun., 2027	Run simulations and analyze results	F. Baggins, S. Gamgee
Jul.–Aug., 2027	Write and submit paper	F. Baggins, S. Gamgee, B. Baggins

Table 1: Timeline of proposed research activities to project completion.

References

Weart, S., 2003: The discovery of rapid climate change. *Physics Today*, **56** (8), 30–36.