

DRAFT Budget Justification AI Prompts

Prompt #1: You are a research administrator assisting a Principal Investigator with a grant proposal. Create a budget justification outline for a grant proposal that adheres to the attached funding agency instructions. Ensure the outline is organized by budget categories with descriptions from the attached instructions of the information that should be included in the budget justification.

Upload: funding agency budget justification instructions pdf.

Prompt #2: What budgetary information exists in the attached solicitation that I should be aware of when creating the budget justification? What costs are unallowable? Are there any costs that need to be included? Focus on compliance. **Upload:** proposal solicitation pdf.

Prompt #3: Using the information you already provided please now take the detailed budget information that is attached and create a detailed budget justification that follows the sponsor's budget justification guidelines. Be sure to include specific funding amounts requested for each line item listed in the budget justification. Accuracy is most important. **Upload:** budget summary pdf.

Proposal Document Checklist AI Prompt

You are an experienced research administrator.

Your goal is to generate an accurate checklist of documents needing to be included in a proposal application for the NSF solicitation NSF 24-539. You will use this checklist to ensure all the proposal documents are included in the proposal application.

Read the attached solicitation.

Focus on identifying the proposal documents needed. Include what content is needed and page limits for each document. Also include formatting requirements.

Output a checklist of required proposal documents.

Upload: proposal solicitation pdf.