



BSDF Project Proposals – FAQs

Revised: Aug. 1, 2025

1) If I receive project funding from BSDF, what is required?

- Project funds will be available on April 1st of the funding cycle. All active projects require submission of an Annual Project Report and Executive Summary, due Mar. 31st (end of the annual funding cycle).
 - For example, in the 2023-2024 funding cycle, project funds will be available on April 1, 2023, and an Annual Report and Executive Summary will be due March 31, 2024.
- The BSDF EVP must be informed of any publications resulting (in part or in full) from a BSDF funded research projects within three months of publication of the final version. A PDF of the publication is requested.

2) What is considered an “active project”?

- An active project is within three years of the initial project funding date **AND/OR** project funds have been used within the past year.
- An inactive project is one which is three or more years from the start date **and** which funds have not been used from the project within the most recent year **or** the project has a \$0 balance.
- You may request up to a two-year, no-cost extension to use up any remaining funds after a project is complete or inactive.

3) What if my project is no longer active?

- Submission of a final project report (½ to 1 page) is required to close your project. Any remaining funds will be returned to BSDF and used to fund future projects.

4) If a scientist retires or leaves their position, what will happen to the funds?

- The project will close, and the remaining funds will return to BSDF and used to fund future projects.

5) Can I transfer funds from one project to another?

- No.

6) Can indirect costs be included as part of the budget request?

- Yes.