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| Research Centers and Institutes differ from one another in focus, scope, and staffing, but each contributes in unique ways to the common goals of expanding knowledge, generating new discoveries and/or having a positive impact on society through informing policy and systemic change. Communities of researchers and staff in Research Centers and Institutes provide a stimulating environment that encourages early researchers and challenges experienced researchers. Research Centers and Institutes also contribute to the education and training of the researchers of the future by serving as learning environments for students. Interdisciplinary collaboration is promoted by Research Centers and Institutes both within the Institution and among MUS Institutions.  Research Centers and Institutes do not provide didactic coursework, confer academic degrees or academic certificates or require accreditation by external accrediting bodies. Research Centers and Institutes frequently provide a portal for obtaining external funding in response to federal and/or state research priorities. As such, apparent duplication of mission between MUS research centers and institutes is not generally problematic as with academic programs due to the different sources of funding. |
| 1. State the proposed Institute/Center’s name and purpose. |
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| 2. A comprehensive statement of the Institute/Center’s mission and its relationship to the University mission. |
| 1. **State the Institute/Center’s mission.**
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| 1. **Identify the Institute/Center’s goals and objectives.**
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| 1. **What specific need is being responded to in developing the proposed Institute/Center?**
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| 1. **Describe how the Institute/Center benefits the department, college, or institution.**
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| 1. Describe the Institute/Center’s relationship to the University mission.
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| 3. Briefly describe the Institute/Center’s anticipated activities. |
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| A. Identify faculty expertise available for participation in the Institute/Center’s activities. |
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| B. Which departments on campus will be involved and how will the Institute/Center contribute to the academic programs of the institution? |
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| 4. Identify the organizational structure of the Institute/Center within the institution. |
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| A. Identify all agencies, organizations and/or institutions that will be involved. |
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| B. Identify advisory council information. |
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| 5. Identify first year and continuing finances necessary to support the Center/Institute, including the sources of funding. |
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| A. Will additional faculty and other resources be required to implement this Center/Institute? If yes, please describe the need and indicate the plan for meeting this need. |
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| B. Are other, additional resources required to ensure the success of the proposed Center/Institute? If yes, please describe the need and indicate the plan for meeting this need. |
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| 6. Describe other similar Centers/Institutes or research capacities in the state and surrounding region. |
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| A. Describe the relationship between the proposed Center/Institute and any similar Centers/Institutes, programs, or research capacities within the Montana University System.  |
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| B. In cases of substantial duplication, explain the rationale for the proposed Center/Institute.  |
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| 7. Assessment: How will the success of the center/institute be measured? |
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| 8. State the internal campus review and approval process which has occurred prior to submission to the Commissioner's Office. Indicate, where appropriate, involvement by faculty, students, community members, professional constituencies, etc. |