



**BOTA Student Assistance Program (BOTA-SAP)  
PROPOSAL Application form (2009-2010)  
(The final application can only be submitted if  
invited by the review committee)**

**1) General information and cover page**

Application date:

Name and Nationality of Student:

E-mail address:

Level: Bachelor ( ) Masters ( ) Doctorate ( )

Letter of Approval from Your Advisor: yes \_\_\_ no \_\_\_

Year of Entrance:

Title of the Proposal:

Name of Your Thesis Advisor:

Advisor's E-mail:

**2) Proposal for Thesis Project (no more than 6 pages)**

(Must include: Introduction, Objectives, Methodology, and Literature Cited)

**3) Work Plan**

**3a. Describe the activities to be carried out with BOTA funds. These activities must be congruent with the objectives and hypothesis of the thesis. Please number each activity and be clear and concise (no more than 200 words each).**

Activity #:

Activity #:

Activity #:

(# as needed)

**3b: Activity Timeline**

**Suggested method of showing activity schedule:**

| Activity by<br>Month | YEAR 20__ |   |   |   |   |   |   |   |   |   |   |   |
|----------------------|-----------|---|---|---|---|---|---|---|---|---|---|---|
|                      | J         | F | M | A | M | J | J | A | S | O | N | D |
|                      |           |   |   |   |   |   |   |   |   |   |   |   |
|                      |           |   |   |   |   |   |   |   |   |   |   |   |
|                      |           |   |   |   |   |   |   |   |   |   |   |   |
|                      |           |   |   |   |   |   |   |   |   |   |   |   |
|                      |           |   |   |   |   |   |   |   |   |   |   |   |
|                      |           |   |   |   |   |   |   |   |   |   |   |   |

**4) Budget plan according to each activity and budget justification  
(Give all expenses in US Dollars)**

| Budget Plan  |                        |                   |           |       |
|--------------|------------------------|-------------------|-----------|-------|
| Activity     | Collection<br>Supplies | Lodging/<br>Meals | Transport | Other |
| 1            | \$                     | \$                | \$        |       |
| 2            | \$                     | \$                | \$        |       |
| 3            | \$                     | \$                | \$        |       |
| 4            | \$                     | \$                | \$        |       |
| 5            | \$                     | \$                | \$        |       |
| <b>Total</b> | <b>\$</b>              | <b>\$</b>         | <b>\$</b> |       |

Each entry must be justified in your budget with a specific explanation and also include how costs were calculated. (For example, Lodging during fieldwork in El Angel, 5 nights x \$12 = \$60.)

**5) List of the Supporting Documents that must accompany your proposal:**

- Copy of your student registration from your University.
- Letter from your Thesis Director indicating the following two considerations:

1. How financial support from BOTA-SAP will best serve the student to reach the objectives of the research proposal;
  2. The level of commitment from the Thesis Advisor or Professor to provide guidance to the student during his/her research and how the institution will support the student with matching funds, material or equipment.
- Description of work already completed on the thesis project.
  - Documents that guarantee the existence of complementary funds if needed.
  - Copy of plant collection permits (if applicable) from the appropriate environmental institution.

---

Name and Signature of the Student

---

Name and Signature of the Thesis Advisor or Professor

### **Review Committee**

**Chair, Dr Lynn Clark**  
Dept. of Ecology, Evolution and Organismal Biology  
Iowa State University  
U.S.A.

**Dr. Teresa Mejia**  
**Instituto de Ecología**  
**Xalapa, Veracruz, Mexico**

**Dr. Margaret Stern**  
**Herbario Nacional del Ecuador**  
**Quito, Ecuador**