



PROPOSAL REVIEW FORM

This form, including all the signatures required, must accompany all the applications for extramural funding. This form seeks to facilitate the coordination of proposals to be consistent with AUA academic and research policies and obligations to external sponsors. Goals include increasing funding prospects and providing requisites of successful research and service. One copy of the completed application accompanied with the budget and the electronic copy of this form must be submitted to the Secretariat of the executive offices **at least five business days** prior to the hard deadline of the sponsor agency.

PART I: PROJECT IDENTIFICATION

Principal investigator (last name, first name): _____

E-Mail: _____

Phone: _____

Academic/ Research Unit: _____

Project Title: _____

Proposed Project Dates (MM/DD/YY): _____ to _____

Total Amount Requested : _____

Proposal Submission Due Date _____

Activity Type:

Other (specify in comments) _____

Work Site

Off campus

On campus

Room Location _____

Special Facility Needs (specify in comments)

Please mark in the following check boxes if relevant:

- (i) new space will be required for the grant activities
- (ii) the grant involves human subjects
- (iii) the grant requires matching funds from the university
- (iv) the grant involves capital equipment greater than \$5,000
- (v) the grant is a subcontract
- (vi) the grant has subcontracts
- (vii) the grant involves consultants
- (viii) the grant involves faculty leave (course releases or TCP credits)
- (ix) the grant involves any potential conflict of interest
- (x) the grant involves the creation of new courses or degree programs
- (xi) the proposal is being made jointly by more than one college

PART II: SPONSOR INFORMATION

Prime Sponsor: _____

Prime Sponsor Contact (optional): _____

Phone: _____ E-mail: _____

Subcontracting Sponsor (where AUA is the sub-recipient): _____

Subcontracting Sponsor Contact (optional): _____

Phone: _____ E-mail: _____

PART III: KEY PROJECT PERSONNEL

Name	Project Role	Effort on Project	Effort Charged to Project	Committed Cost Share Effort	Faculty Release Time
	Principal Investigator				

Current and Pending Commitments for the Duration of the Proposed Project

Name	Activity	% of Effort

PART IV: APPROVALS (Signatures must be obtained in order listed below) Assurance/Certification: By this acknowledgement, the Principal Investigator/Program Director and other program participants, where appropriate, assures; (1) that the information submitted within the application is true, complete and accurate to the best of PI’s knowledge; (2) that any false, fictitious or fraudulent statements or claims may subject the PI to criminal, civil, or administrative penalties; (3) that the PI agrees to accept responsibility for the scientific conduct of the project and to provide the required progress reports if a grant is awarded as a result of the application.

Signature(s) required

Date

Principal Investigator/Program Director _____

Provost _____

VP of Operations/COO _____

VP of Finance/CFO _____

Attachments:

Application

Budget