

NOTIFICATION OF INTENT TO SUBMIT A GRANT PROPOSAL

Purpose: in compliance with college policy to assure campus-wide coordination and appropriate administrative oversight; to assure that potential resources be brought to bear and collaborative opportunities be explored; to avoid multiple requests from the same funding source; to maximize benefit to the campus community; and to provide internal quality assurance of written proposals.

Project Title: _____

Funding Agency/Organization(s): _____

Amount Requesting from Funding Organization: _____

Sponsoring School/Department(s) of UVSC: _____

Principal Investigator(s) / Project Director(s): _____

Proposal Application Due Date: _____ On-Line Submission Required? Y ___ N ___

Brief Proposal Description:

Administrative Support: (Please obtain the following two signatures)

1. Department Chair/Director: _____

2. Dean or Executive Administrator: _____

(Submit this document to the Office of Sponsored Programs **prior to beginning the preparation of a proposal.**)**Office of Sponsored Programs Use Only:**

1. Preliminary Review – Director of Sponsored Programs: _____

2. Impacted Departments (Determined by OSP): _____

3. Matching Resources (Determined by OSP): _____

4. Vice President(s) over responsible areas (Determined by OSP): _____

5. Final Review – Director of Sponsored Programs: _____

6. Director of Budgets (Determined by OSP): _____

7. Assoc. Vice Pres. of Undergrad. Research & International Programs: _____