College of Education & Human Sciences

Intent to Submit a Grant or Contract Proposal

Completion of this form is requested of all Faculty members planning to prepare a grant or contract proposal to any government, non-profit or foundation sponsor. The form will be used to coordinate resources for support of proposal development for both internal & external submissions.

*Recommended: Submit 60 days prior to agency deadline, 90 days for complex proposals

Today's Date:

Personnel Information:

Role	Name	Employee ID	Department/Discipline	eRA Commons Username	Box #

Application Type (select one):

- New (new proposal/award, not part of existing award)
 - Continuation/Non-Competing Continuation
 - Existing GR#/80#:
 - Renewal/Competing Continuation
 - Existing GR#/80#:
 - Supplemental (additional money to an existing award)
 - Existing GR#/80#:

Type of Project (select one):

Basic Research	Applied Research	Other: Fellowship	Other: Instructions	Other: Public Service	Other
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Project Categories (select all that apply):

Behavior Research	Biomedical Research	Construction	Katrina Related	DWH Oil Spill Related	MRC
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MASGC Foreign Classified Confidential Congressionally-directed (earmarked) COVID-19

Project Title (if known):

Name of Funding Agency:

Weblink to FOA/PA/RFP:

CFDA # (required for Federal Sponsors):

Submission Deadline Date:

Amount Requested:

Submission Type (select one):

New	Renewal	Resubmission	Revision				
Anticipated Start Date:			End Date:				
Research Performance Location:			On Campus	Off Cam	pus		
Will you work on this project during the academic year?					No		
If yes, will you be seeking academic year release time?					No		
Will you work on this project during the summer months?				Yes	No		
If yes, will summer pay be requested?			Yes	No			
Does this project include institutional cost sharing?			Yes	No			
If yes, will	this be:	In-Kind	Cash				
Does the project budget include a request for graduate student salary from the sponsor?						Yes	No
Does the project budget include a request for graduate student tuition from the sponsor?						Yes	No

Included Activities (select all that apply):

Human Subjects Research Animal Subjects Research Patents, Copyrights, and/or Possible Invention

Hazardous Materials Other (explain)

Data Security (select one):

Yes No Does any portion of this proposal contain proprietary, priviledged, or sensitive information? Proposal files containing proprietary, privileged, and/or sensitive information will be submitted using a secure method of email delivery (Eagle File Transfer) if submission via a sponsor's secure, online proposal submission system is not available or required.

RCR Training (select one):

Responsible Conduct of Research (RCR) training is required as indicated here: <u>https://www.usm.edu/research/program-requirements</u> and must be completed before any expenditure of awarded funds can occur.

Yes No N/A Has the PI and/or all appropriate project personnel completed RCR training. Not applicable indicates no project personnel are required to complete RCR training.

F&A Distribution (select one):

Standard distribution of F&A is applicable (40% E&G, 40% VPR, 10% College, 10% School or GRCL units at 100%).

Agreed upon distribution of F&A differs from the standard (attach any supporting documentation) and should be distributed as follows:

E&G %	School	%	School	%	School	%	Other	%
General Fund								
VPR VP for Research	College	%	College	%	College	%	Other	%