

Advanced Notification of Proposal Log# _____

PI/Co-PI _____ Date _____

Name of Project _____

Sponsor _____ email _____

Address _____ Attn _____

Submission of proposal is:

- | | |
|---|---------------------------------------|
| <input type="checkbox"/> Response to RFP If yes, attach copy or give solicitation # or web link _____ | <input type="checkbox"/> New Project? |
| <input type="checkbox"/> Unsolicited response If yes, attach general guidelines | <input type="checkbox"/> Renewal? |
| <input type="checkbox"/> Suggested by Technical Monitor (name) _____ | <input type="checkbox"/> Supplement? |
| <input type="checkbox"/> Other (explain) _____ | <input type="checkbox"/> Revision? |

Date due sponsor _____ Target date or hard deadline? _____

Period proposed (start and end dates if known) _____

Est. amount: Total _____ First year _____

Personnel to be included in proposal:				
Senior personnel (PI/Fac/QAC):	%	Other Personnel	Person	Months
_____	_____	Research Staff	_____	_____
_____	_____	Technicians/Hourly	_____	_____
_____	_____	UROPs	_____	_____
_____	_____	Support Staff	_____	_____

Project will include the following:

- | | | |
|---|--|---------------------------------------|
| <input type="checkbox"/> Off campus activity | <input type="checkbox"/> Subcontracts >\$25K | <input type="checkbox"/> Consultants |
| <input type="checkbox"/> Fabricated equipment | <input type="checkbox"/> Equipment Transfer/loan | <input type="checkbox"/> Cost-sharing |

Proposal abstract (brief summary max. 200 words):

Approved: _____
Division Head

Approved: _____
PSFC Director

Return form to Tom Hrycaj, who will distribute copies.

- | | |
|---|--|
| xc: D. Whyte | K. Cote (ES&H) |
| M. Fulton | T. Hrycaj rec'd _____ |
| J. Goldberg (attach copy of RFP/
guidelines) Division Head | Katherine Ware (Fiscal Office) rec'd _____ |

Note: This form must be in the Director's Office at least 3 weeks before date due to sponsor.